

IllumEducation Tuition Centre

Enrolment Form

Section A: General Information

First name:	Surname:				
D.O.B:	Gender:	Male	Female		
Address:					
Postcode:	Home phone number:				
Where did you hear about us (or recommended by)					
Section B. Darent/Guardian & om	organsy conta	ct			
Section B: Parent/ Guardian & em	ergency conta	Cl			
Parent 1 (or guardian 1) name:					
Profession (optional):					
Daytime Contact Number:			Mobile:		
Email address:					
Parent 2 (or guardian 2) name:					
Daytime Contact Number:			Mobile:		
Profession (optional):					
Email address:					
Please specify which parent/guardian will be the child / student's primary contact from the above options:					
Name of Francisco Constant					
Name of Emergency Contact :					
Relationship to child:					
Address:					
Douting Contact Number			Mahila		
Daytime Contact Number:			Mobile:		

Section C: Special needs and medical conditions

Does the child/student have any special educational needs? Yes No
If yes, please state and if necessary continue overleaf:

Any medical issues or concerns such as Asthma, allergies etc?
If yes, please specify:

Is your child/ children taking any long term medication due to any medical conditions (required)



IllumEducation Tuition Centre

Enrolment Form

Section D: General Information

Year Group: School:

Tutoring options & subjects:

Please specify level for each subject and, where applicable, the exam board your school is following if you are aware of it

Exam Board:
 Exam Board:

3. Exam Board:
4. Exam Board:

5. Exam Board:

Please specify the Method of teaching you prefer (you may select more than one option):

Small Groups

One to One

Please add any additional information that you would like to bring to our attention:

Section E: School teacher's comments (optional):

Please use additional page provided at the end of the form for submitting on a later date after enrolment.

Section F: Availability

Total hours of Study:

Please specify the days that are most convenient for you. Please note that some slots are very demanding and it may be difficult for us to allocate you a place during that time. Therefore it is essential that you circle **ALL** the options that you may be able to accommodate. Some subjects may be restricted to certain days only due to the availability of the teachers.

Monday6pm-8pmTuesday6pm-8pmWednesday6pm-8pmThursday6pm-8pmFriday6pm-8pm

 Saturday
 10am-12pm
 12pm-2pm
 2pm-4pm

 Sunday
 10am-12pm
 12pm-2pm
 2pm-4pm



IllumEducation Tuition Centre

Section G: Terms & Conditions

- 1. Payments are made monthly in advance.
- 2. Initial £25.00 non-refundable fee.
- 3. Each student needs to undertake a minimum of two hours of lessons per week.
- 4. If you cannot make any lesson for any reason, we need to have 24 hours notice. You can let us know by informing the teacher, emailing us or phoning us. We understand that you could fall ill on the day of your lesson, therefore you are requested to notify us on the day of your lesson. Failure to inform will result in the client being charged for the lesson.
- 5. If lessons paid for in advance are missed due to any reason then the lesson missed must be made up in the same week otherwise that lesson cannot be retaken. In the case of group lesson, retake may not be possible.
- 6. IllumEducation accepts no liability for any personal property or injury to a person.
- 7. Fees may be changed and the services offered added to or withdrawn at any time. However, fees will not be varied during a course or other service in progress. At least one week advance notice will be given by the centre.
- 8. IllumEducation reserves the right to cancel a course if it is under-subscribed. In this case a student may choose to attend another course or to receive a full refund of fees paid.
- 9. Students should be aware that they are attending a IllumEducation course to study and are expected to behave responsibly at all times. Activity which could cause disturbance to other students or centre staff will result in instant dismissal from the course. In such case no refund of fees will be made.
- 10. Parents or guardians will accept full liability for any damage caused by the student to premises where courses are taught.
- 11. Terms and conditions come into effect upon enrolment.
- 12. In the interests of the student's well-being whilst in the teacher's care, the centre must be informed of any medical or other conditions affecting the student.

Section H: Declaration

I have read the terms and conditions and I would like my child to attend the centre for	taking tuitions at
IllumEducation Tuition Centre and my child will undertake to abide by the regulations:	

Signature of parent/guardian:

Date: