

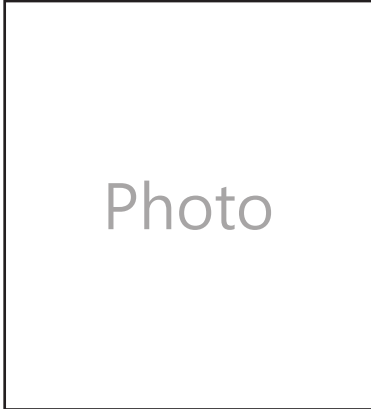
# Bishop Heber College (Autonomous)

Tiruchirappalli - 620017, Tamil Nadu, India.

**LSC**  
**London**

## Application Form

(Leading to the degree of  
Anglia Ruskin University)



Ref:

Student ID:  
(Official Use Only)

Please Complete the form in **BLOCK LETTER** (\*indicates compulsory fields)

### 1.COURSE\*:

PGP + M.Sc Mobile Applications (12 months ) ( Full time)

### 2.PERSONAL DETAILS\*

SURNAME : \_\_\_\_\_

FIRST NAME : \_\_\_\_\_

GENDER :  FEMALE  MALE

DATE OF BIRTH : DD / MM / YYYY

CITY OF BIRTH : \_\_\_\_\_

COUNTRY OF BIRTH : \_\_\_\_\_

NATIONALITY : \_\_\_\_\_

### 3.PASSPORT DETAILS : (Required for International Students)

PASSPORT NO : \_\_\_\_\_

DATE OF ISSUE : \_\_\_\_\_

DATE OF EXPIRY : \_\_\_\_\_

PLACE OF ISSUE: \_\_\_\_\_

ISSUING AUTHORITY : \_\_\_\_\_

#### 4.ADDRESS

CURRENT ADDRESS

PERMANENT ADDRESS (if different)

ADDRESS LINE 1\*

ADDRESS LINE 1

ADDRESS LINE 2\*

ADDRESS LINE 2

CITY\*

CITY

STATE\*

SATE

COUNTRY\*

COUNTRY

PINCODE / POSTCODE\*

PINCODE /POSTCODE

EMAIL\*

EMAIL

TEL

TEL

Country code City code Phone No.

Country code City code Phone No.

STUDENT MOBILE No.

Country code Mobile No.

PARENT'S TELEPHONE

Country code City code Phone No.

PARENT'S MOBILE NUMBER

Country code Mobile No.

Fax

Country code City code Fax No.

5.Do you have any friends or relatives currently studying at BHC or other LSC Group Colleges? Yes No if yes, give details:

6. How did you hear about this college?

Friend

Media( Adverts, Exhibitions etc)

Website

Representative

Others

Give brief details of the above source: \_\_\_\_\_

**7. EDUCATION :**

Please list all the relevant qualifications you have obtained since 10<sup>th</sup>/GCSE's grade for which the results are known. Please attach the relevant attested photocopies of your educational qualifications. Please provide official English language translations of these documents where appropriate

Qualification	Name of School/College/ University Attended	Title of the Course	Overall Percentage / Grade	Date Of Study	
				From mmm/yyyy	To mmm/yyyy
10th Std / "O" levels / Equivalent					
12th Std / "A" levels / Equivalent					
Bachelors Degree / Equivalent					
Others					

**8. ENGLISH SCORE :** IELTS  PTE  TOEFEL  OTHER

**9.PENDING RESULTS :**

Please list any examination you have taken for which the results are still pending. Please also list any examination you will be taking in the near future.

Name of School / College /University	Awarding Body	Course/Title of Exam	Date of Exam	Expected Results Date

**10.EMPLOYMENT AND/OR TRAINING DETAILS:**

Please enclose a brief job description of each position you have held for more than 6 months

Sr No.	Name and Address of the Employer	Your Position and brief job description	Dates	

**11. REFERENCES:**

At least one should be an academic referee. Please do not nominate a school marketing representative, or anyone related to you, as a referee. Students applying for Masters degree programmes should also submit recently written references.

Reference 1 ( Academic Reference)

Name\*

POSITION/DESIGNATION\*

ADDRESS LINE 1\*

ADDRESS LINE 2 \*

CITY\*

COUNTRY\*

STATE

PINCODE/POSTCODE\*

EMAIL\*

TEL

Country code      City code      Phone No.

Fax

Country code      City code      Phone No.

Reference 2 ( Other Reference)

Name\*

POSITION/DESIGNATION\*

ADDRESS LINE 1\*

ADDRESS LINE 2\*

CITY\*

COUNTRY\*

STATE

PINCODE/POSTCODE\*

EMAIL\*

TEL

Country code      City code      Phone No.

Fax

Country code      City code      Phone No.

**12.TUTION FEES : WHO WILL PAY YOUR TUTION FEES : (Please select appropriate box )**

Yourself

Bank Loan

Scholarship

Family Member / Parents

Sponsor/Your Employer

Others (specify)

**13.PERSONAL STATEMENT**

Please indicate the reasons as to why you have chosen to study the course indicated in section 1

(please complete this section in not less than 200 words)

14. **Student Questionnaire** ( To be Completed by the student)

Full Name \_\_\_\_\_ Course Applied For \_\_\_\_\_

1. What made you choose the Bishop Heber College as your education Institution.

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2. What is your carrier objective on completion of the course?

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3. Were you fully informed by your counselor/ representative about the programme offered? Yes  No

4. Are you aware of your fee structure and installment plan? Yes  No

5. Are you aware that any refund will be according to the refund policies? Yes  No

6. Are you aware that attendance is compulsory and you should maintain a minimum of 80% attendance through out your study? ( failure to achieve this can lead to your registration on the course being terminated). Yes  No

7. Are you aware that you cannot change or defer the course without prior written permission from the school? Yes  No

8. Are you aware that the fee mentioned refers only to the tuition fee and that it does not cover any living expenses incurred as a student? Yes  No

9. Are you aware that you should have sufficient funds to cover your living expenses? Yes  No

10. Are you aware that there is a re-sit fee for the students who do not clear their modules in the first attempt? Yes  No

11. Are you aware that you are required to purchase necessary core text books and a laptop/ personal computer for study purposes? Yes  No

12. Were you a previous student at Bishop Heber College or LSC ( London School of Commerce, London) or any of its affiliated colleges? If yes, give details. Yes  No

13. Have you ever been refused a visa to any country ( including India?) If yes, briefly indicate the reasons for the refusal: Yes  No

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14. Are you aware that LSC Group will assist you with job placements and not guarantee the same? (applicable only for Indian Students). Yes  No

15. Are you aware that BHC will inform relevant government authorities on your registration and attendance details? Yes  No

Applicant's signature as per passport: \_\_\_\_\_

Date: \_\_\_\_\_

## Terms and Conditions for Students

1. The student agrees to attend all lectures and tutorials specified in the timetable and also agree that if he/she fails to achieve an attendance level of at least 80%, this could lead to disciplinary action including termination from the course.
2. Any student with less than 80% attendance in the term for all the subjects will have to re-enroll for the subjects /semester by paying Rs. 50,000. Student will be allowed only one chance to re - enroll for the semester.
3. Any absence of leave should be approved in writing by the authorities prior to the leave. Any medical leave should be supported by medical certificates and informed to the office in advance.
4. If a student has submitted any false/forged documents/certificate/bank statements the College will consider it as a very serious offence and any fees paid will be forfeited.
5. Disciplinary action will be taken against students for any inappropriate form of behavior or code of conduct which can lead to exclusion/termination from the course.
6. The student is fully aware of the award and subjects that are offered on his/her course and is fully aware of the facilities and services offered by Institute
7. The student agrees not to defer his/her semester or change his/her course without prior written authorization from the Institute.
8. The course fee includes all costs associated with student recruitment, admissions and the tuition fee.
9. When students opt to pay the fees by installment they must comply with the installment plan specified in the offer letter.
10. Fee refund policy is set out below:
  - (a) Fees will be refunded in full, if either the student's application is declined by the Institute. (applicable for international students) or on rejection of visa by the consulate(need to submit proof)
  - (b) The confirmation amount once paid will not be refunded under any circumstances.
  - (c) Once a student has obtained a visa, but does not commence the course, the fees transferred to the Institute will not be refunded. Any deposits / fees paid in excess of £1950 may be refunded at the sole discretion of the School. (Application for international students)
  - (d) Once the student has commenced the course, fees will not be refunded.
11. All courses and modules are subject to change and can vary from time to time. The Institution reserves the right to change the contents of the course without any prior notice to the student. In the event of the selected course/options or degree programmes being terminated or not conducted, a suitable alternative will be provided for the student with an alternative institution/university if required.
12. Any student with more than two failures in a semester will not be allowed to proceed to the next semester. They will have to re-enroll for the failed subjects by paying a fees of Rs.15,000.00 per subject in the next available semester. The student will be allowed only one chance to re-enroll for a subject.
13. The student agrees to buy the recommended textbooks for all study modules prior to the commencement of the course.
14. The student agrees to buy his/her personal computer or laptop prior to the commencement of the course.
15. The student agrees to register for the course on the date mentioned in his/her offer letter. If there is any delay in his/her arrival into India due to valid reasons (subject to prior approval of the Institute), the student may be asked to start the course in the next available date/term. The student will not be registered under any other circumstances (personal problems, homesickness, accommodation problems etc).
16. The student agrees for the Institute to disclose his/her details to the relevant immigration, Home Office authorities, parents and sponsor of his/her registration, attendance and progression details.
17. Signing this application indicates acceptance of the terms and conditions of the Institute.

I confirm that to the best of my knowledge the information given in this form is correct. If accepted on this course, I agree to abide by the above terms and conditions.

Personal details requirements:

- 1) I agree to inform the School immediately and without ANY delay, of changes to my personal details while I am a student of the School (All students are required to note that this INCLUDES: ANY changes to your contact and personal details including – your residential address, your telephone number, your mobile number, your next of kin, your personal status, any other change, etc.)
- 2) I agree to provide the School with any changes to my Passport details.
- 3) I agree to inform the School of any significant changes in my personal circumstances (including financial circumstances)
- 4) I agree to immediately inform the School if I am found in breach or violation of any national Laws. (Including - Civil, Criminal, Immigration, or other Indian Government law or regulations).

Applicant's signature as per passport: \_\_\_\_\_

Date: \_\_\_\_\_

### 15. Marketer's / student Counselor's Report: ( For Official Use Only)

The below report should only be completed by marketing Officers directly related to the school and not by any sub-agents or representatives.

Marketer's /student Counselor's name:.

1. Please give details of why you think the student is suitable for the course they have applied for:

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2. Comment on the relevance /appropriateness of the student's qualifications for the course and their financial capacity to pursue the course without undertaking any part time work.

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3. Please confirm that you have checked the student's original certificates are attested (signed and dated) and verified. Yes  No

4. Is the student seriously committed to complying with the school's regulations and completing the program me of study by the expected date? Please Comment:

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5. Has the student been informed of the fee structure and installment pattern? Yes  No

6. Has the student been informed that the fee paid will only be refunded in the case of a visa refusal (international students) and not for any other reason? Yes  No

7. Has the student been informed that attendance is compulsory and that they should maintain a minimum of 80% attendance throughout the course of study at LSC or they will be terminated from the course? Please comment on the reaction of the student. Yes  No

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8. Has the student been informed that they cannot change or defer the course without prior written permission from the school and that the course offered in the offer letter is final? Yes  No

9. Has the student been informed that they are required to buy their necessary core text books and a laptop or personal computer?

Yes  No  Please comment on the reaction of the student:

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10. Please confirm that the student's English language ability is suitable for the course. Yes  No

11. Has the student submitted a suitable statement of purpose (not less than 200 words) and has also submitted a submitted academic references? Yes  No

Signature:

Date:

Kindly return the completed Application to:

**Bishop Heber College(Autonomous)**

Tiruchirappalli -620017, Tamil Nadu, India.