



MOUNT

ST MARY'S | BARLBOROUGH HALL

REGISTRATION FORM

FOR OFFICE USE ONLY:

Date Paid:
 Registration Fee:
 Cheque / BACS / Card
 (Please Circle)

Information which is mandatory for you to provide is indicated below by an asterisk *.
 If you do not complete the mandatory sections in full this may jeopardise or delay your application.

Information about your child					
Surname of your child*					
First and Middle (optional) Names*					
Nationality *		Date of Birth*			
Religion		Gender (Please tick)*	Male		Female

Choice of School/College and entry Year Group* Please tick one

BARLBOROUGH HALL SCHOOL – Reception and Preparatory School

Pre-Prep III (Reception) Pre-Prep II (Y1) Pre-Prep I (Y2) Preparatory (Y3)
 Elements III (Y4) Elements II (Y5) Elements I (Y6)

MOUNT ST MARY'S COLLEGE – Senior/High School and Sixth Form College

Upper Elements (Y7) Figures (Y8) Rudiments (Y9) Grammar (Y10)
 Syntax (Y11) Poetry (Y12) Rhetoric (Y13)

Proposed year of entry* e.g. 2022, 2023, 2024		Type of Place* Day <u>or</u> Weekly Boarding <u>or</u> Full Boarding:			
Proposed term of entry (Please tick one)	Autumn		Spring		Summer

FOR OVERSEAS STUDENTS TO COMPLETE ONLY: (Please tick one)

Proposed length of stay: 1 term 2 terms 1 year 2 years or more Other _____

First signatory			
Title*		Surname*	
First Name*			
Relationship to child*			
Day time telephone number*		Mobile number	
Email address*			
Address* (including postcode and country)			
Main Occupation			

Second signatory			
Title*		Surname*	
First Name*			
Relationship to child*			
Day time telephone number*		Mobile number	
Email address*			
Address* (including postcode and country)			
Main Occupation			

For separated parents, please tick the following box to indicate your child's main address: **Father** **Mother**

Other people with parental responsibility*	
Please provide the name(s) and current address of any other person with parental responsibility (i.e. legal responsibility) for the above named child. This may be a separated/divorced parent, legal guardian or step parent and their consent to the child attending the College will be required if an offer of a place is made.	
Title	
Full Name	
Address (including postcode and country)	
Email address and Mobile number	

NB: It is the responsibility of the parent(s) / other person(s) legally responsible for the Pupil to notify the School immediately of any changes to the contact details during your child's time at the School/College.

If someone other than the first and second signatories is to pay the College fees for your child please provide their full name, address, email address and mobile number and their relationship to your child below.

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Connections with the College

Please mention here the names of any other family members attending the College (past or present) or registered for entry, or any other connection with the School/College.

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Please indicate how you first heard of the College

Word of mouth		Present school		Social media		Advertisement	
Website		Agent		Catholic Press		Forces publication	
Other (Please give details)							

Please give details of any other schools you are considering applying for

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Please state the name and address of your child's current School/College *

Name and address of School/College*	
Telephone number*	
Dates of attendance*	
Name of Headteacher*	

Please outline any of your child's artistic, dramatic, musical or sporting skills or experience and include details of any awards/qualifications achieved (if applicable)

Please give an outline of your child's other hobbies or interests and of any particular achievements (if applicable)

Please outline any Special Educational Needs and/or Disabilities (SEND) your child may have and detail any SEND support they currently receive (if applicable)

If your child is a national resident of a country other than the UK, or if you have provided a home address for correspondence outside the UK, please note that the School/College is required to take steps to ascertain that your child has permission to be in the UK.

Please confirm whether your child will require sponsorship from the College in order to obtain a visa to study in the United Kingdom at this College (if applicable)

Yes		No	
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If another valid immigration category applies to your child, please provide full details below

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If your child has or will have a time restricted or temporary visa in any other immigration category (for example, as a dependent) please provide a copy of this when returning this form. Please note that we will be unable to process your registration until such copy documentation is provided.

Please note that we reserve the right to:

- a) Request further information and sight of documentation in support of your declarations regarding immigration; and
- b) To share information with UK Visas and Immigration (UKVI) and the Home Office for the purposes of compliance with our responsibilities as a licenced sponsor.

By completing this registration form you hereby consent to our notifying and/or supplying any information relating to your right to and your child's right, to enter, reside and/or study in the United Kingdom to UKVI and the Home Office (and to do so whether we sponsor your child or not).

NOTE: All visas decisions are made by the **UK Visas and Immigration** service of the UK Government For information please visit: <https://www.gov.uk/government/organisations/uk-visas-and-immigration>

Guardian Information

All overseas students require a UK based Guardian for the duration of their study with us. If this applies, please provide the information requested here:

Title*		Surname*	
First Name*			
Day time telephone*		Mobile telephone*	
Email address*			
Address* (including postcode)			

Registration Notes

Early registration is recommended. Registrations will be considered in the order they are received. Offers of places are subject to availability and the admission requirements of the School/College at the time offers are made. A copy of the School/College's *Terms and Conditions* will be supplied on request.

How we will use the information provided in this form

This information will be used by the School/College during the admissions process in order to manage and assess your application and your child's suitability for a place at the School/College.

For example

- a) We may contact your child's current or previous school to ask for a reference
- b) We may ask for information about other schools to which you are applying because they may hold their entrance exam on the same day as ours
- c) We may contact other people with parental responsibility to check that they consent to your child joining the College
- d) Information about special educational needs and medical conditions will be used to ensure that we have made any reasonable adjustments for your child when they visit the College or during any entrance assessments, and
- e) We may share your information with credit reference agencies.

We may also need to share information with UKVI as explained above.

If your child joins the College we will use the information on this form in accordance with our Privacy Notice for Pupils and our Privacy Notice for Parents. Both of these documents will be provided to you before your child enters the School/College. If your child is not offered a place, or if you do not accept the offer of a place, we will only retain this information for as long as we need to. Unless there are exceptional circumstances, information is kept for a year after the end of the admissions process.

Declaration

I / We request that our child named above is registered as a prospective pupil.

I / We have paid by bank transfer */ credit card * / debit card * the non-refundable Registration Fee of £100 (UK Pupil)/ £120 (Overseas Pupil) with this completed Registration Form signed by me / us.

Cheques are to be made payable to **Mount St Mary's College**. (* Please delete as applicable)

Signatures of parents / legal guardians

	FIRST SIGNATORY	SECOND SIGNATORY
Signature*		
Name in full* (Please include all names)		
Relationship to child*		
Date*		



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admissions@msmcollege.com