



LONDON SCHOOL OF LAW

APPLICATION FOR ADMISSION

Please
Attach
Photo
Here

Reg. No:

1. Personal details

Title Mr/Ms/Miss/Mrs/other:

Nationality:

Surname:

First name(s):

Correspondence address:

Home address:

Telephone no:

Telephone no:

Fax no:

Fax no:

Date of Birth:

Age:

Sex: Male/Female

2. Course details:

Course to be taken at LSL

Full Time

Part Time

Course Title:

Date you intend to start:

3. Academic Qualifications:

Summary of Qualifications held on application. Please tick highest qualification held.

Mature Student - no
Formal Qualification

GCE "O" Level

GCE "A" Level

Diploma

First Degree

Postgraduate
Certificate/Diploma

7. Say briefly, why you have selected this Course ?

8. Name and Address of two Referees

1.	2.
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To be completed by all students

I enclose herewith:

Two passport sized photograph

Photocopies of all certification or letter of eligibility

Registration & enrolment fee of the course

9. Declaration

I confirm that, to the best of my knowledge, the information given in this form is complete and true.

Applicant's Signature:

Date:

OFFICE USE ONLY:-

NOTES ON ADMISSION

Application for admission to the London School of Law is made directly to the Registrar. Students are advised to read the **Prospectus and the Term and Conditions** in this form carefully before completing the form. If student is in any doubt as to his / her eligibility to join a particular course the School Administrative Staff will be pleased to advise. The minimum requirement for a student visa is 15 hours study per week. A course for part-time study alone is not sufficient to gain a visa for full-time study.

Full and Part-time students:

All students must complete the application form in full and forward the following:

1. Two recent Passport-sized Photographs with their names written clearly on the back of each photograph.
2. Photocopies of all Educational Certificates or letter of eligibility.
3. The correct deposit, either in the form of a cheque (UK students) or bankers draft in pounds sterling (overseas students), made payable to the "London School of Law". Please write your name on the back of the cheque / bankers draft.
4. If course fees are to be paid by your sponsor, or employer or government body, a copy of the letter from the Sponsor undertaking to settle the fees must be enclosed with your application.

TERMS AND CONDITIONS

1. It is condition that all registration/Enrolment Fees are not refundable.
2. Course fee is refundable. Partly or in full for valid reasons only.
3. Additional fee will be levied for any changes in states of original application.
4. It is a Condition that the LSL requires the student to attend all lectures, classes and term examinations.
5. Any prolonged absence from classes must be reported to the Administration Office immediately. Student must notify the Registrar of any change of address.
6. No refunded of fees will be made in the event of cancellation or non-attendance by the student.
7. Overseas student must note that where a statement has been sent to the Home Office to support a Student Visa application the school will notify the Home Office of any cancellation or status.
8. The LSL reserves the right to cancel a course prior to the commencement date whereupon any fee paid will be refunded in full.
9. The LSL reserves the right to withdraw a subject at any time, where it is not viable, whereupon an alternative subject will be offered.
10. The LSL reserves the right to alter the timetable and transfer students from one class to another and from one time of study to another study if necessary.
11. Students are liable for the loss of library books, journals, magazines and newspapers. In case of loss or damage he / she must replace it / them, or pay such sum as required to replace it/them by the London School of Law.
12. The formation or continuation of any course or class is dependent upon adequate student enrolment and attendance. For most courses this will be an enrolment of eight students.
13. Any one supplying false information on the application form is liable to suspension from the London School of Law forthwith.
14. The balance of the course fees must be settled on or before Registration day.
15. Letter of acceptance for immigration, bank purposes or council tax will not be issued until the full fees are paid. Students who have been offered a place on the course, conditional on their obtaining necessary examination passes, must notify the LSL in writing within 14 days of the publication of the results. If the examination results are unsatisfactory, the student may be required to pay an additional Administration Fee to re-sit the Examinati on.
16. Final decision will be the Principal of the LSL.