



Adult Student Enrolment Form



Personal Details

Surname:	
Name:	
Sex:	Male <input type="checkbox"/> / Female <input type="checkbox"/>
Tel:	
Passport Number:	
Issue Date:	Expiry Date:
Date of Birth:	
Nationality:	
Home Address:	
City:	Postal Code:
Country:	
E-mail Address:	
Contact Tel.:	
In Case of Emergency Contact 1	In Case of Emergency Contact 2
Name:	Name:
Surname:	Surname:
Tel.:	Tel.:
E-mail:	E-mail:
Name of Agency (if applicable):	

Travel Details

Departure Airport:	
Arrival Date:	
Flight No.:	
Time of Arrival:	am <input type="checkbox"/> / pm <input type="checkbox"/>
Departure Date:	
Flight No.:	
Time of Departure:	am <input type="checkbox"/> / pm <input type="checkbox"/>
Do you require an Airport Transfer? (if yes please ensure flight times are correct)	Yes <input type="checkbox"/> / No <input type="checkbox"/>
On Arrival <input type="checkbox"/> / Departure <input type="checkbox"/> / Both <input type="checkbox"/>	
Would you like ESE to book a flight for you?	Yes <input type="checkbox"/> / No <input type="checkbox"/>

Medical Information (if applicable)

Do you have any medical or psychological conditions, allergies or diet restrictions? Yes / No

If yes, please provide medical details and specify any particular requirements (whether to do with nutrition or medication).

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Course Details

Start Date:	End Date:
<input type="checkbox"/> General English (please specify course):	
<input type="checkbox"/> Intensive (General English + Private Lessons)	
<input type="checkbox"/> Semi-Intensive (Min. 2 persons)	
<input type="checkbox"/> Private Tuition (Please specify the number of lessons per week):	
Area of Interest:	
<input type="checkbox"/> Semi Private Tuition (Min. 2 persons per course/ please specify):	
<input type="checkbox"/> Miniclass Course	
<input type="checkbox"/> Academic Year (please specify):	
<input type="checkbox"/> Business English	
<input type="checkbox"/> Business English Intensive	
<input type="checkbox"/> 50+ Packages	
<input type="checkbox"/> TOEFL iBT	
<input type="checkbox"/> IELTS (Min. 6 weeks)	
<input type="checkbox"/> Cambridge	
(Please select which Cambridge Level you intend to study):	
Diving (please specify course):	
Open Water Padi (2 weeks) <input type="checkbox"/> / Advanced Padi (1 week) <input type="checkbox"/>	
Sailing (please specify course):	
Level 1 <input type="checkbox"/> / Level 2 <input type="checkbox"/>	
<input type="checkbox"/> Extreme Sports Plus	
<input type="checkbox"/> Family Pack	

Residence/Hotel Accommodation Details (if applicable)

Name of School Residence / Apartments / Hotel:	
Type of Room: Single <input type="checkbox"/> / Double <input type="checkbox"/>	
Meal Basis (B/B includes Breakfast only, H/B includes Breakfast & Dinner, S/C means Self-catering.):	
S/C <input type="checkbox"/> / B/B <input type="checkbox"/> / H/B <input type="checkbox"/>	

Host Family Accommodation Details (if applicable)

Executive Family (available at an extra charge):	Yes <input type="checkbox"/> / No <input type="checkbox"/>
Type of Room:	Single <input type="checkbox"/> / Double <input type="checkbox"/>
Meal Basis:	<input type="checkbox"/> H/B (Breakfast & Dinner)
Host Family with Young Children?	Yes <input type="checkbox"/> / No <input type="checkbox"/>
Host Family with Pets?	Yes <input type="checkbox"/> / No <input type="checkbox"/>
Are you a:	Vegetarian <input type="checkbox"/> / Smoker <input type="checkbox"/>
Do you require a Special / Vegetarian Diet?	Yes <input type="checkbox"/> / No <input type="checkbox"/>
If yes, please explain:	
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Please process my enrolment in accordance with the information provided herein. I agree that my enrolment is subject to the terms and conditions stipulated by ESE. (please see overleaf)

Date:



Registration

All information relating to the booking is to be received by ESE not later than 7 days prior to arrival.

A registration fee of €35 will be charged per student booked (including course only packages).

Registration fees are non-refundable.

Payment of Fees

Payment should be received in full by ESE not later than two weeks prior to the date of arrival of the student.

It is recommended to e-mail or fax a copy of the bank confirmation of payment form once payment has been effected.

ESE reserves the right not to accept a student for tuition should the full settlement on course fees or packages not be received by ESE within the stipulated time.

Payment may be made in Euro (€) or for the equivalent amount in any currency, which will be converted to Euro at the rate of exchange on the date received.

Public Holidays

When public holidays fall on a weekday school lessons will be made up as much as possible but not necessarily to the full.

Reduction of Lessons

The duration of each lesson is 45 minutes. If only one student is participating at one particular level, the number of lessons will be reduced as follows:

- General English:
from 20 group lessons to 15 private lessons
- Miniclass:
from 30 group lessons to 20 private lessons
- Business English:
from 20 group lessons to 15 private lessons

Cancellation Fees

Cancellation of bookings are to be received in writing and are subject to a cancellation fee as follows:

- Between 2-3 weeks prior to arrival: €50 + registration fee + visa administration fee (where applicable).
- Between 1-2 weeks prior to arrival: 1 week tuition and accommodation fee + registration fee + visa administration fee (where applicable).
- Less than 1 week prior to arrival: No refund

No refund will be given once the student has commenced his/her course and/or fees are not transferable.

Complaints

Complaints must be made in writing to ESE during the duration of the course. ESE cannot be held liable for compensation on any complaint received after the clients' departure.

Exam Courses

Exam courses are offered at different levels depending on the level of the students. ESE

reserves the right to refuse a student admittance to any examination course if they feel the student's level, at entry to the examination course, is below the required standard for the student to study and prepare for the examination.

Junior Packages

With the exception of the College Camp Package, all ESE Junior Programmes do not include 24-hour supervision. In any case, Welfare Officers and Leisure Group Leaders are accessible on a 24 hours/ 7-day week basis.

Junior Club Packages: Teenage students are placed in shared accommodation in double/triple rooms. There may be times when a fourth bed (which may be a folding or sofa bed) is also used.

All Junior Packages are on a full board basis which includes continental breakfast, packed lunch (consisting of a bread roll/sandwich or a cold dish together with fruit and a 50cl bottle of water) and dinner (also including a 50cl bottle of water or equivalent). Each student is also provided with an additional 50cl bottle of water at school (only in Season A).

Laundry service at Junior Club Residences and at College Camp is not included.

Foreign Group Leaders accompanying groups of 15 students or more are offered free accommodation in a shared room (whenever possible in a Junior Club Residence or in a Host Family, depending on where the students in the group are accommodated). For any unaccompanied minor aged between 8 and 12, an ESE representative is required to remain at the airport until check-in. A charge of €25 shall apply in such cases.

Force Majeure

ESE will not be responsible for any failure to comply with any obligation and will not be liable for payment of compensation if the failure is occasioned by any cause beyond ESE's reasonable control. ESE shall not be responsible for any costs incurred by or on behalf of any student caused by force majeure. Such cause may include but is not limited to losses, damages, cancellations or delays, strike action, civil strife or terrorist activity, war, natural or nuclear disaster and unusually adverse weather conditions.

ESE Beach Club

All packages (except Course Only and Accommodation Only) include free entrance to the Adult Beach Club or the Teen Beach Club. The choice of the Beach Club is determined by the type of package purchased. On weekends and on public holidays, the Adult Beach Club is only available against payment at a discounted entrance fee. Other restrictions apply.

Adult Fitness Centre

Entrance to the gym is limited to adult clients on a first-come-first-served basis. Restrictions apply and some services are subject to payment.

Liability

The Directors, management and staff of ESE will not be liable for personal accident and/or the theft, loss or damage of personal property belonging to clients.

Whilst ESE endeavours to provide assistance to its clients at all times, the Directors, management and staff of ESE will not be liable for decisions taken by the local authorities. This would also include any procedures and decisions regarding entry visas or visa extensions.

ESE recommends that students take out adequate health, accidental and travel insurance while attending any of our programmes

General Conditions

ESE reserves the right to be fully reimbursed for any medical or related costs it may incur on behalf of any student who requires urgent medical attention in Malta and to immediately repatriate, at the student's expense, any student who suffers from a serious medical or psychological condition.

ESE reserves the right to change lesson times at its discretion and may use classrooms in alternative premises. Students may need to purchase additional course books as they move up to a higher course level.

ESE reserves the right to alter any service, description and fee without notice provided that any substitute offered is at least of the same standard, contents and classification as the one offered originally.

ESE reserves the right to expel/repatriate any person that in the opinion of ESE has behaved in an unacceptable manner including but not limited to possession or consumption of any illegal drugs and alcohol, malicious damage to property, behaviour that endangers or impairs the health, safety or comfort of other persons using the same services, breaking local law and/or not adhering to curfew times. Such repatriations will be at the full expense of the client and no refunds will be considered.

Any damage to or loss of ESE or third party property must be paid by the student before departure. Students residing in ESE Residences/ Junior Club/College Camp must place a refundable deposit on arrival: €50 for teenagers and €100 for adult students. This deposit is refundable on departure but may be retained in part or in full to cover any damage caused by the student to furnishings and fittings in any of the above residences. Should the cost of repairs exceed the amount of the deposit, the student concerned will be required to pay the balance prior to leaving his/her place of accommodation.

In enrolling with ESE, the applicant (or agent) consents to and authorises ESE to process any personal data in accordance with the Data Protection Act of Malta and to transfer/disclose such data to other companies within the ESE group of companies as deemed necessary for the successful provision of the services enrolled for and any purpose associated thereto.