

# TANTE MARIE

## Culinary Academy

### ESSENTIAL SKILLS ENROLMENT FORM

Please complete in block capitals and return to the School Secretary enclosing a **non-refundable** deposit of £250 made payable to: Tante Marie Ltd.

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Surname: \_\_\_\_\_ First Name(s): \_\_\_\_\_ Miss / Mr / Mrs / Ms

Home Address: \_\_\_\_\_

Telephone No: \_\_\_\_\_ Mobile No: \_\_\_\_\_

E-mail: \_\_\_\_\_

Present Address & Telephone No (*if different from above*): \_\_\_\_\_

If you are under 18, Name and Contact Details of Parent or Guardian in the UK: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Nationality: \_\_\_\_\_

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Name and Address of Secondary School, College or University (*if under 25*): \_\_\_\_\_

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Is Local Accommodation Required? Yes  No

Source of Introduction (*friend/relative, website, agency, careers library, magazine article etc.*): \_\_\_\_\_

Details of Disabilities or Illnesses: \_\_\_\_\_

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Proposed date of entry: (Course start date)

***I have read and accept the terms and conditions as set out below***

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent or Guardian (*if under 18*): \_\_\_\_\_ Date: \_\_\_\_\_

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Woodham House, Carlton Road, Woking, Surrey GU21 4HF, England  
Telephone: +44 (0) 1483 726957 Fax: + 44 (0) 1483 724173  
E-mail: [info@tantemarie.co.uk](mailto:info@tantemarie.co.uk) Website: [www.tantemarie.co.uk](http://www.tantemarie.co.uk)

## Terms and Conditions of Acceptance by Tante Marie Limited ("Tante Marie")

1. **The deposit is non-refundable.** It may, however, at the absolute discretion of Tante Marie, be transferred to another Tante Marie course provided such a course commences within 12 months of the transfer.
2. Subject to paragraph 3 below students become liable for the full course fee upon enrolment. Students ordinarily resident in the United Kingdom will be invoiced by Tante Marie payable no later than four weeks in advance of the date of commencement of the course. In the event of fees not being received as required above, Tante Marie, reserves the right to withdraw the place offered and exclude the student from any term in respect of which fees have not been received.
3. Cancellation of any course must be notified in writing and received by Tante Marie not later than three weeks before the commencement of the relevant course. Any fees which may have been paid in advance will be refunded to the person who made payment – excluding the deposit. No refund of course fees or deposit will be made in respect of cancellation within three weeks of the commencement of a course. If a student withdraws from a course for any reason whatsoever, or is dismissed or suspended (see paragraph 6 below), after it has commenced the student will remain liable for the full fee for the course and will at that time be invoiced by Tante Marie for any balance of the course fee, such balance being payable within 28 days of the date of the invoice. (Students are strongly recommended to take out insurance covering withdrawal or absence from courses, details of which are available from Tante Marie.)
4. Tante Marie may increase fees at any time. If an enrolment has been made, a written notice of increase will be sent; and the prospective student will be entitled to withdraw from the course and have any deposit or advance payment refunded, provided a written notice is received by Tante Marie no later than 28 days from date of notification of the increase.
5. Students are required to comply with all regulations issued by Tante Marie from time to time.
6. Tante Marie reserves the right to dismiss or suspend any student deemed for any reason by the Principal of Tante Marie to be unsuitable.
7. Students are expected to be punctual and attend all classes regularly. Failure to do so, without suitable reasons, may render the student ineligible for a certificate of attendance.
8. Tante Marie does not accept responsibility for accidents, loss or damage to property whether as a result of negligence or otherwise on the part of Tante Marie, its agents, employees or students.

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