



Girton College Cambridge
Summer Programmes

Cambridge Girton College Architecture Programme

Application Form Summer 2020

PLEASE COMPLETE ALL RELEVANT SECTIONS OF THIS FORM AND WRITE IN CAPITAL LETTERS.

Please submit the completed and signed application form electronically to: admin@art-focus.org

SECTION 1 – PERSONAL DETAILS

Surname: _____ First Name: _____

Date of Birth:

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Y	Y
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 Nationality: _____

Gender: Male Female Other Passport Number: _____

University/Affiliation: _____

Graduating Year and Major: _____

SECTION 2 – CONTACT DETAILS

Address: _____

Post Code: _____ Phone Number: _____

Emergency Contact: _____ Relationship of Contact: _____

Email Address: _____

SECTION 3 – STATEMENT OF INTENT

Please explain your motivation to do the course and highlight your relevant professional and/or academic experiences (within 300 words):

SECTION 4 – SUPPORT INFORMATION

Dietary Requirements: Vegetarian Non-Vegetarian Special Dietary Requirements

(Please specify your special dietary requirements)_____

Health Condition: _____

Do you live with the effects of significant injury, long term illness or disability?

Yes No (If yes, please specify.) _____

If yes, would you need help to evacuate the building in the event of an emergency? Yes No

Is English your first language? Yes No

If no, please state your English Level: (IETLS/TOEFL/SAT/GRE Or Other Result):

Art Focus Scholarships:

- I would like to be considered for the Financial Need Scholarship
- I would like to be considered for the Exceptional Merit Scholarship

SECTION 5 – FEES AND REFUND

- The full payment (£5200) of 30% deposit must be made by the applicant within 10 days of receiving the course Acceptance Letter to confirm their place on the course. The remaining 70% of the total payment must be made before **June 12th, 2020**.
- All candidates who submitted the application before **March 26th, 2020** will enjoy an Early Bird Discount of £200 on the full amount of the programme fee.
- The cancellation of the programme by the applicant must be given in writing by email to admin@art-focus.org.
- In the case of cancellation, the applicant shall receive the refund on the following terms outlined below. 5% of the full programme fee shall remain non-refundable for the registration and administration of the programme:

Period before start date	% Refund
+120 days	100
90-119 days	70
60-89 days	50
30-59 days	10
0-29 days	0

- If the student's visa is rejected before the commencement date of the programme, the student will receive a full refund of the programmes fee upon proof of visa refusal being provided. The registration and administration fee (5% of the full programme fee) shall remain non-refundable.
- We reserve the right to cancel the course if there are insufficient enrolments one month prior to course commencement. If we cancel the course under this circumstance, a full refund will be issued to the applicant.

SECTION 6 – APPLICATION AND ENROLMENT PROCESS

- All application forms must be emailed to admin@art-focus.org. The application deadline is **June 5th, 2020**.
- Once we have received your application form, we will help you schedule the video or phone interview within 5 working days. Please check your email regularly in the process.
- Once you are accepted onto the course, we will email you the Acceptance Letter and Short Course Agreement. Please sign the Agreement and email it back to us within 5 days after you have received it and make the 30% deposit to confirm your place within 10 days after you have received the Acceptance Letter.
- If you have any questions or enquiries, please contact us at admin@art-focus.org.

SECTION 7 – DECLARATION

- I declare that the information provided on this form is true and correct.
- I understand that failure to disclose required information or the supply of incorrect information may result in my application not being processed, or in my enrolment being cancelled.
- I have read and accept the Fees and Refund Statements outlined above.
- I acknowledge that if there are insufficient enrolment, Art Focus and Royal College of Art have the right to cancel the programme one month prior to its commencement date with full refund.
- I understand and accept that my personal information may be handled and processed by Art Focus and Royal College of Art under the Privacy Policy listed on the Art Focus website www.art-focus.org.

Applicant Signature: _____

Date: _____