

Enrolment Form

Surname:	
Forename(s):	
Mr/Mrs/Miss/Title:	
Home Phone Number:	
Mobile Number:	
Address:	
Date of Birth:	
Email Address:	
Name of Course:	
Course Dates:	
Next of Kin/Emergency Contact:  Any dietary, physical or religious factors which affect your course (eg: allergies):	
Previous Cookery courses or qualifications:	

Residential                       Single Room                       Non-Residential

I have read and accept the terms and conditions of enrolment and accomodation

Cheque enclosed (made payable to Louise Hutton)

Signed:	
Date:	

# Terms and Conditions

## Enrolments

Enrolment for residential courses is restricted to students 18 years of age and over. A deposit of 20% of the course fee is payable on enrolment and will not be refunded except in the case where enrolment is not accepted for whatever reason or where the school is unable to offer a place on the course for which the student has applied. The balance of the course fee must be paid in advance no less than six weeks prior to the commencement of the course. If the applicant fails to comply the School will not guarantee to reserve a place.

## Cancellations/Terminations

Fees will be returnable subject to deduction of the deposit if written notice of cancellation is received at any time prior to six weeks before the start of the course. If you cancel within six weeks from the course start date you will be responsible for payment of the full fees. It is recommended that insurance be taken out against cancellation for reasons outside the student's control. If you terminate during a course you are not entitled to the return of any proportion of the fees.

## Payment

Please make all payments either by cheque or direct deposit into our bank account. Cheques are to be in sterling (GBP) and made payable to Louise Hutton.

## Property

All property which you bring to Middle Farm House is brought entirely at your own risk and the proprietors cannot accept any responsibility for any loss or damage to the property of any students, nor do they accept any liability to any student except such as is imposed by statute. During a course, and when you are not on the property, Food of Course does not accept responsibility for any injury which you incur.

## Standards

Any student who does not conduct themselves in accordance with the highest standards during their residential course may be asked to leave by the proprietors. In such cases there will be no reimbursement of fees. This will also apply if students break any regulations of the school or are guilty of unreasonable or improper conduct.

## Health and Safety

Smoking is not permitted anywhere inside the buildings. Please wear appropriate clothing, and practical shoes (e.g. low heeled) in the kitchen.

## Course Fees and Dates

Course fees and dates are quoted at the time of going to print and we reserve the right to make alterations as and when desired necessary or relevant. Students will be notified as soon as is practicable of any change.

## References and Certificates

A letter of recommendation may be given on the successful completion of the course where achievement and hard work show students to be sufficiently competent to use their training in a future career. Attendance certificates are awarded at the end of each course.