

**Application Form
Education UK Fair in Uplands and UK Information Tea Reception**

Name of institution:

Main contact:

Telephone and Fax:

Email:

- I wish to participate in the Education UK Fair in Uplands and UK Information Tea Reception for the fee of £480 (includes 20% UK VAT)
- I wish to take up the following seminar slot(s):

Please the seminar session(s) you wish to volunteer

Seminars in Uplands

Room A

- 1045 – 1115 UCAS Apply
- 1115 – 1145 Writing Personal Statement
- 1145 – 1215 Medicine & Biosciences
- 1215 – 1245 Engineering
- 1245 – 1315 Economics / Business / Finance

Room B

- 1045 – 1115 *please indicate seminar title:*
- 1115 – 1145 *please indicate seminar title:*
- 1145 – 1215 *please indicate seminar title:*
- 1215 – 1245 UCAS Apply
- 1245 – 1315 Writing Personal Statement

Seminars during UK Information Tea Reception

- 1530 – 1600 Introduction to Boarding Schools & FE Colleges
- 1600 – 1630 Introduction to UG & PG

Declaration

I confirm that the above named organisation does want to participate in the Education UK Fair in Uplands and UK Information Tea Reception with the option(s) indicated above.

I understand that if this application is accepted that the terms and conditions listed below will form a binding contract between this organisation and the British Council.

Signature of authorised officer

Organisation's stamp

Date

The completed application form must reach June Lo latest by **26 July 2013** by fax or email. However, acceptance is on a first come basis.

June Lo
Manager, Education
Tel: +604 263 0330
Fax: +604 263 3262

Terms and conditions to participate in the Education UK Fair in Uplands and UK Information Tea Reception:

1. UK institutions applying must be accredited by a UK authority.
2. UK institutions should not appoint education agents to participate / attend this event.
3. Cancellation fee will be charged as of the date of receipt of notice of withdrawal. The following cancellation charge will apply:
 - 50 percent of the participation fees for withdrawals received after 15 August 2013.
 - 100 percent of the participation fees for withdrawals received after 29 August 2013.

Notice of withdrawal must be supplied in writing.

4. Institutions will be invoiced after the 15th of August 2013. Our payment terms are within 30 days from the invoice date.
5. An acknowledgement of receipt will be sent to successful applicants once the application is received, and as long as there are vacancies available.