

Booking Form: University Short-term Study Marketing Campaign Japan 2019

Applications will be accepted on a first-come first-served basis. Please send completed application forms as a scanned PDF by **30th November** to: <u>hal.parker@britishcouncil.or.jp</u>

Name of institution	
Authorised person	
Email address	
Please check this box if your institution meets the British Council International Education Services criteria <u>https://education-services.britishcouncil.org/eligibility-criteria</u>	

Please tick the box in the table below and sign the declaration.

Item	Fee
University Short-term Study Marketing Campaign Japan 2019	
 Profile page* in University Short-term Study Guidebook 2019/20 	
 Targeted Mailshot (2-3 institutions introduced per mailshot) 	□ £900 (<i>exclusive of VAT</i>)
 Facebook Boosted Post (1 post per institution) 	
*Profile text will be translated into Japanese by the British Council. Profile pages will be designed by the British Council and will incorporate images and logo provided by the institution.	

Declaration

I confirm that the above named organisation does want to take part in the **University Short-term Study Marketing Campaign Japan 2019**. 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 applicant) _____ (date)

© 2018 British Council. All rights reserved.

This document may not be amended, copied or distributed without express written permission.

Terms and Conditions

Eligibility

All participating institutions must meet the British Council International Education Services criteria <u>https://education-services.britishcouncil.org/eligibility-criteria</u>

Selection

Applications will be accepted on a first-come first-served basis. Institutions will appear in alphabetical in all promotional materials.

Acceptance

Delivery of the project is conditional on the British Council receiving a sufficient number of applications. Institutions will be sent confirmation of acceptance once sufficient numbers have been received.

Payment schedule

The British Council will invoice all institutions for the participation fee in February 2019.

Cancellation Policy

The below cancellation fees will be charged for withdrawal from the activity, as of the date of receipt of notice of withdrawal.

- 50 per cent of the participation fee for withdrawals received on or after **15th December 2018**.
- 100 per cent of the participation fee for withdrawals received on or after **30th December 2018**.

Notice of withdrawal must be supplied in writing by email to hal.parker@britishcouncil.or.jp