

DELEGATE

NAME OF DELEGATE _____

JOB TITLE _____

CORRESPONDENCE ADDRESS _____

EMAIL ADDRESS _____ TELEPHONE _____

SCHOOL _____

COURSE SELECTION

For information on the College Counselling Course, please check the website – www.osc-ib.com

COURSE FEES:

	Residential		Non-residential
	Standard	En-suite	
Applying to UK universities only (10 th April 2012)			£85
Applying to US universities only (11 th – 12 th April 2012)	£390	£420	£340
UK universities plus US universities (10 th – 12 th April 2012)	£540	£600	£425

COURSE SELECTION: Please tick (✓) one of the options

	Residential		Non-residential
	Standard	En-suite	
Applying to UK universities only			
Applying to US universities only			
Applying to UK universities plus Applying to US universities			

Please add (in the space below or on a separate sheet) any relevant information on:

- a) extra nights' accommodation requested
- b) disabilities (stating the special arrangements you need)
- c) dietary needs, e.g. food allergies
- d) any areas that you would like the course to focus on specifically

Please complete the sections overleaf on **Payment** and **Terms & Conditions**.

responsible for any loss, theft or damage to the delegate's personal property during the course.

3.4 In the event of any such liabilities arising, the maximum liability of OSC shall be equivalent to the amount of fees paid for the Course, although nothing in these terms shall limit OSC's liability for those liabilities that cannot be excluded by law, including personal injury caused by negligence or fraudulent misrepresentation.

3.5 Save only for liabilities which cannot by law be excluded, the maximum liability of OSC for breach of contract shall be the amount of fees paid for the Course.

4 TERMINATION AND CANCELLATION

4.1 In the event that the delegate / school cancels within 14 days of the start of the course they are liable for 100% of the fees.

5 FORCE MAJEURE

5.1 OSC will not be liable to the delegate / school in the event of any change in the Course or accommodation beyond the reasonable control of OSC.

6 PRIVACY AND DATA PROTECTION

6.1 Any information that is provided will be treated in accordance with OSC's Privacy Policy available at www.osc-ib.com/privacy, for the purposes of providing the services and goods requested. It may also be used for customer management purposes. By providing this information, the delegate consents to the use of this information for these purposes.

7 GENERAL

7.1 This agreement represents the entire agreement and understanding between OSC and the delegate and supersedes any previous agreement relating to the subject matter of this agreement. No term of this agreement shall be enforceable by a third party.

7.2 This agreement shall be governed and construed in accordance with the law of England and Wales. Each party irrevocably agrees to submit to the exclusive jurisdiction of the courts of England and Wales over any claim or matter arising under or in accordance with this agreement.

I have read and accept the terms and conditions above.

Date _____ Signature of Delegate _____

Please sign and then return this form to OSC. Note: Typed signatures are acceptable if sent as an attachment by email.

Mail us at: OSC, Aristotle House, Aristotle Lane, Oxford OX2 6TP, UK.

Email us at: osc@osc-ib.com or fax us on: +44 (0)1865 512335