



To be completed by those with **Parental Responsibility<sup>1</sup>** for the child.

Please complete one form for each child you wish to register.

Please use **BLOCK CAPITALS**.

CHILD'S DETAILS									
<b>Surname</b>								Please attach recent photograph here	
<b>First &amp; Other Names in full</b>									
<b>Preferred Name</b>									
<b>Date of Birth</b>									
<b>Gender</b>	Male	<input checked="" type="checkbox"/>	Female	<input checked="" type="checkbox"/>	Other	<input checked="" type="checkbox"/>			
<b>Nationality</b>	British								
	Other Nationality (please specify)								
Child's First Language									
<b>Registration</b>	Day (£75)		<input checked="" type="checkbox"/>	Boarding (£100)			<input checked="" type="checkbox"/>		
<b>Proposed Date of Admission (term and year)</b>				<b>Proposed Year Group</b>					
Nursery	<input checked="" type="checkbox"/>	Prep	<input checked="" type="checkbox"/>	Senior	<input checked="" type="checkbox"/>	Sixth Form	<input checked="" type="checkbox"/>	Boarding (weekly / full)	<input checked="" type="checkbox"/>

### FOR A CHILD WHOSE NATIONALITY IS NON-UK

The College is currently a registered Student Visa sponsor (via the Home Office's UK Visas and Immigration (UKVI) unit.) Please tick this box if you may require the College to sponsor your child for visa/immigration purposes.

Details of the Student Visa sponsorship arrangements will be sent to everyone who ticks this box. Providing this information does not guarantee that the College will sponsor your child or that the College is somehow obliged to do so. The College reserves full discretion over any decision whether or not to sponsor your child.

If you do not require the College to sponsor your child, please confirm that your child has, or will have, a valid visa in any other immigration category or Pre-Settlement/Settlement Status for EU nationals. Please provide a copy or a sharing code.



<sup>1</sup> **Parental responsibility** is defined in the Children Act 1989 as "all rights, duties, powers and responsibilities and authority which by law a parent of a child has in relation to the child and his or her property". It equates to legal responsibility for the child. If you have any doubts about whether you do or do not have legal parental responsibility for the child you may wish to seek legal advice.

## PARENTS'/LEGAL GUARDIANS' DETAILS

Consent to the child attending the College will be required by all persons with parental responsibility.

	Parent 1 /Legal Guardian				Parent 2 /Legal Guardian			
<b>Relationship to Child</b>								
<b>Title</b>								
<b>First Name</b>								
<b>Surname</b>								
<b>Address (including postcode)</b>								
<b>Occupation</b>								
<b>Nationality</b>								
<b>Home Telephone</b>								
<b>Mobile</b>								
<b>Work Telephone</b>								
<b>Email</b>								
<b>Employer's Name and Address</b>								
<b>Child resides with</b>	Father	<input checked="" type="checkbox"/>	Mother	<input checked="" type="checkbox"/>	Both	<input checked="" type="checkbox"/>	Other	<input checked="" type="checkbox"/>

## OTHER CONTACT

Consent to the child attending the College will be required by all persons with parental responsibility.

<b>Relationship to Child</b>					
<b>Please tick all that apply</b>	Fee Payer	<input checked="" type="checkbox"/>	Address for Correspondence		<input checked="" type="checkbox"/>
	Emergency Contact	<input checked="" type="checkbox"/>	Agent	<input checked="" type="checkbox"/>	Educational Guardian
<b>Title</b>		<b>First Name</b>			
<b>Surname</b>					
<b>Address (including postcode)</b>					
<b>Home Telephone</b>					
<b>Mobile</b>					
<b>Email</b>					

## CHILD'S CURRENT SCHOOL

As part of the admissions process, please ensure you include copies of your child's two most recent school reports with this completed form. Home-schooled students should include details of the most recent school attended.

<b>School Name</b>					
<b>Dates of Attendance</b>					
<b>Name of Head</b>					
<b>Address (including postcode)</b>					
<b>Telephone</b>					
<b>Email</b>					
We will seek a reference from your child's current school and normally do this at the time of Registration. Please signal here if you wish us to wait and until what time (an offer of a place cannot be made until a reference has been received)					<input checked="" type="checkbox"/>
Have you registered your child's name at any other school/s and if so which?					



## SCHOLARSHIPS

As part of my child's registration I would like him/her/they to be considered for:

<p style="text-align: center;"><b>Prep School (Year 5) – Sport / Performing Arts / Creative</b></p> <p>NB: Academic scholarships are awarded as part of the Entrance Assessment and cannot be applied for</p>	✓
<p style="text-align: center;"><b>Senior School (Year 7) – Sport / Music / Drama / Dance / STEM / Art</b></p> <p>NB: Academic scholarships are awarded as part of the Entrance Assessment and cannot be applied for</p>	✓
<p style="text-align: center;"><b>Senior School (Year 9) – Sport / Music / Drama / Dance / STEM / Art</b></p> <p>NB: Academic scholarships are awarded as part of the Entrance Assessment and cannot be applied for</p>	✓
<p style="text-align: center;"><b>Sixth Form (Year 12) – Sport / Music / Drama / Dance / STEM / Art</b></p> <p>NB: Academic scholarships are awarded as part of the Entrance Assessment and cannot be applied for</p>	✓

The Scholarship Application Booklet will be sent once Registration is complete and at the appropriate time of the Admissions Process

## MEANS-TESTED BURSARY

<p>As part of my child's registration I would like to be considered for a means-tested bursary</p>	✓
--	---

Both parents (and step-parents, if applicable) will be required to submit information regarding their financial status when applying for a means-tested bursary. Bursaries are subject to annual review.

## REFERRAL CONCESSIONS

As part of my child's registration I would like to be considered for:

<p><b>New Family Referral</b></p> <p>A discount of £500 is available for both the new family and the referring family. The referring family must have a student enrolled at the College for the academic year, and the new student must attend at least one full academic year</p>		✓
<b>Referring Family Name</b>		
<p><b>Old Birkfeldians' Loyalty Discount</b></p> <p>Old Birkfeldian families will receive a one-off discount of £500 for each of their children joining St Joseph's College The student must attend at least one full academic year</p>		✓
<b>Old Birkfeldian Family Name</b>		

## OTHER CONCESSIONS AVAILABLE

<p>Early Enrolment (A discount of £300 is applied to any student who is enrolled for a September start where their acceptance forms and deposit are received before 1 March in same calendar year.)</p>
<p>Pre-Payment Discount (Families who pay the full year's fees in advance are able to receive a one-off discount of £250. Payment for the year must be received on, or before, the first day of Christmas term.)</p>
<p>Fees in Advance Scheme (Fees in advance may be made at various stages of a student's education – minimum two years and maximum five years. Tuition will increase by no more than 3.5% for the duration of the agreement.)</p>



## DECLARATION

We/I (as the holders of **parental responsibility** for our/my child) request that the child named on this Registration Form be registered as a prospective pupil/student of St Joseph's College AND we/I have paid the **non-refundable** Registration Fee by bank transfer using my/our child's name as reference. Both parents must sign unless a court order is in place giving sole parental responsibility.

Registration Fee: Day	<b>£75</b>		
Registration Fee: Boarding	<b>£100</b>		
Bank Details	Account Name	IBAN	<b>GB85 BARC 2046 6790 7823 78</b>
<b>Barclays Bank</b>	<b>St Joseph's College</b>	Swift Code	<b>BARC GB22</b>
<b>1 Princes Street</b>	Sort Code	BIC	<b>BARC GB210FI</b>
<b>Ipswich</b>	<b>20-46-67</b>		
<b>IP11PB</b>	Account Number		
	<b>90782378</b>		

(registration will not be complete without payment of the Registration Fee and the entrance process will not commence until such time as both the form and fee have been received)

**By signing this Registration Form we/I understand, accept and agree that:**

1. Registration of our child as a prospective pupil/student does NOT secure our child a place at St Joseph's College but does ensure our child will be considered for selection as a pupil/student at the College;
2. If our child is offered a place at St Joseph's College, such an offer will be subject to the College's Parents' Terms and Conditions<sup>2</sup> for the provision of education services, which will bind us (as the holders of parental responsibility for our/my child) in the event (and from the moment) that we accept the place;
3. In order to comply with the College's responsibilities as a registered Student Visa sponsor, we consent to the College notifying and/or supplying information relating to us and/or our child's right to enter, reside and/or study in the United Kingdom to the UKVI unit of the Home Office and, in any event, if our child is offered a place at St Joseph's College, such an offer will be subject to us confirming that our child has the right to enter, live and study in the United Kingdom;
4. The College will request from our child's current school or educational institution: (a) information and a reference in respect of our child and/or (b) information about any outstanding fees and/or supplemental charges; and
5. The College may, with reference to one or both of us: (i) undertake a credit check with a credit reference agency; and/or (ii) require you to provide the College's Director of Finance with a bank reference and/or an up-to-date credit report (including a credit score).

Signed By (signature)	Signed By (signature)
Print Name	Print Name
Date	Date
Relationship to Child	Relationship to Child

<sup>2</sup> A copy of the current Parents' Terms and Conditions (known as the Parent Contract) is available for your information upon request at any time, but please note that the version of the Parent Contract supplied may be subject to change prior to the point in time when a place at the College for your child may be offered.

## HOW THE COLLEGE MAY USE PERSONAL INFORMATION

The College may process personal data about you (or either of you) and your child, including sensitive personal data about your child (such as medical details) in accordance with data protection law for the purposes of:

- (i) Administering its list of prospective pupils/students;
- (ii) Its registration, selection and/or admissions procedures, including as set out above; and
- (iii) Communicating with the parents of prospective pupils/students about the College and generally managing relationships between the College and its prospective pupils/students

Even if your child is not offered a place at St Joseph's College, it will retain information about prospective pupils/students and their parents as stipulated in the College's Privacy Policy. Please let the Director of Finance know if you have any questions or concerns about this.

Further information about how the College processes personal data is set out in the College's Privacy Notice which is on the College's website and is otherwise available from the College at any time upon request.

Please return this form to:

**The Admissions Department**  
**St Joseph's College**  
**Belstead Road**  
**Ipswich**  
**IP2 9DR**

Telephone: +44 1473 694576

Email: [admissions@stjos.co.uk](mailto:admissions@stjos.co.uk)



**ST JOSEPH'S**  
**COLLEGE**