



The Dublin School

Admin Office: 31 Highthorn Park, Glenageary, Co Dublin, Ireland
Tel: +35314983768 / +353862522298 admin@dublinschool.com www.dublinschool.com

APPLICATION FORM (please complete using CAPITAL LETTERS!)

Firstname: Surname: Date of Birth (dd/mm/yyyy):

Male: Female: Mother Tongue: Nationality:

Address: Country:

Phone (here): Phone (home): Phone (m):

Email (personal): Email (other):

Please provide details of any relevant medical conditions, allergies, medications, dietary requirements, etc.:

English Level: Unknown: None: Elementary: Intermediate: Upper Intermediate: Advanced:

How did you hear about the Dublin School?

Course Booking:

(Please specify 'Junior', 'Young Adult' or 'Adult')

Course: From (dd/mm/yyyy): To (dd/mm/yyyy):

Accommodation:

(subject to availability):

None: Host family (shared room): Host family (single): Hostel dormitory: Other:

Supplements (may incur additional charges depending on course booked):

Standard airport transfers for flights between 08:00 to 22:00. Not all courses include airport transfers.

Arrival (dd/mm/yyyy): Time: Flight: Transfer: Yes: No:

Departure: Time: Flight: Transfer: Yes: No:

Midweek activities and excursions: Yes: No: Saturday full day guided tours: Yes: No:

Payment Conditions:

All bookings must be accompanied by a deposit of EUR 200. Balance of fees must be paid at least 4 weeks prior to arrival. Fees may be paid by bank transfer.

Bank Transfer to:

DS Educational Travel Ltd, AIB Bank, Lower Kilmacud Road, Stillorgan, Co Dublin.
BIC: AIBKIE2D, IBAN: IE61 AIBK 9335 7059 3240 30

By signing this form I indicate that I have read and agree to be bound by the DS booking terms and conditions (overleaf). Where the applicant is under 18 years old the signature of a parent or guardian is required below.

Applicant signature: Date: (dd/mm/yyyy):

Parent/guardian signature: Date: (dd/mm/yyyy):



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TERMS AND CONDITIONS OF BOOKING

Confirmations

All bookings must be made using the course codes in The Dublin School (DS) offer documents (brochure / website). The DS will confirm acceptance of all bookings in writing (email/fax/letter/receipt). A booking cannot be considered to have been accepted by the DS unless it has been confirmed in writing.

DS will provide all services for courses booked as listed in the DS offer documents (brochure/website). Once a booking has been sent to and confirmed by the DS the client agrees to be bound by the booking and cancellation conditions of the DS.

Supplements/amendments

Any additional chargeable supplements will be specified at the time of booking. Any items not specifically included in the course as a standard item are subject to availability. Any items not specifically included in the course must be requested in writing and must be confirmed in writing by the DS before they will be deemed to be part of the course booking.

Booking Deposits

A deposit of EUR 200 per person is required with each booking. In the case of visa requiring nationals full payment is required with every booking as per Irish visa requirements.

Payment

Payment in full in Euro must reach our account 28 days prior to arrival. Services will only be provided once payment has been received. Payment may be made by:

- Cash
- Bank transfer to:
 - DS Educational Travel Ltd.
 - AIB Bank, Lower Kilmacud Road, Stillorgan, Co Dublin.
 - BIC code: AIBK IE 2D
 - IBAN: IE61 AIBK 9335 7059 3240 30

All payments should be notified to the DS quoting the student's DS reference number.

Prices

Prices are valid for one calendar year and are revised on 1st January each year. It is the responsibility of the client to ensure that they are aware of the current price for the course being booked. The DS reserves the right to alter prices at any other time of the year should unforeseen circumstances require it.

Cancellations & Refunds

All fees paid are non refundable and credits will only be allowed at the discretion of the management of the DS.

Visa Refusals

In every case a refusal must be appealed. If the appeal is unsuccessful fees will be refunded subject to a properly completed visa application having been made. We will retain an administration fee of EUR 200.

The DS reserves the right not to refund fees in cases where an incomplete or deficient application has been made. An incomplete/deficient application is one where the minimum documentation required by the Irish visa office is not provided as part of the application. The DSE will require documentary evidence of the visa refusal and of the refusal of the appeal and will seek independent verification from relevant government departments before any refund is made.

In the case where an individual makes a fraudulent application there is no refund.

Important: You must retain copies of the visa application, appeal and any accompanying documents. In order to assist with visa applications and to provide a refund we may need to see application documents.

Visa Requiring Nationals

If your course is for longer than three months and you require a visa to travel to Ireland, you must agree to additional terms and conditions as required by Irish immigration authorities.

Insurance

The DS holds insurance as required by Irish law. The DS does not provide travel insurance for students. Before arrival all persons participating in DS programmes should arrange their own insurance against all expenses that might arise due to accident, illness or loss of luggage, personal effects and money. Providers of activities such as horse-riding, sailing, cycling etc. may require that minors have an insurance waiver signed by their parent, guardian or group leader before commencement of such activities.

Health

Students must notify the DS of any medical conditions that may influence their stay in Ireland. The DS reserves the right to send students home if, in the opinion of the DS management, a medical condition makes continuing a course of study untenable.

Damage

Students are liable for any damage caused by them and payment for such damage must be made immediately.

Discipline

All students will be informed of DS code of conduct and behaviour at the commencement of all courses. Breaches of DS rules of conduct will result in disciplinary action up to and including immediate expulsion for serious offences. If a student is expelled from the DS there will be no refund or credit under any circumstances.

Disputes

Any disputes relating to services provided by the DS must be brought to the attention of the DS management while the complainant is in Ireland. The DS will not entertain complaints about services provided where these complaints were not reported to the DS at the time. Where necessary any legal disputes will be heard in the courts of the Republic of Ireland.