



# 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!)

### Student details

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

Male:  Female:  Mother Tongue:  Nationality:

Address:

Phone (mobile):  Phone (landline):

Email address:

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

### Parent / Guardian details

Names:

Address:

Contact phone numbers:

### Course booking

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

Language: French:  German:  Spanish:  Italian:

CEFR level A1  A2  B1  B2  C1  C2

#### Options:

Packed lunch (Mon – Fri, €35 per week): Yes:  No:  Saturday excursions (€30 per trip): Yes:  No:

### Payment

*All bookings must be accompanied by a deposit of €50. Balance of fees must be paid at least 4 weeks prior to course start date. 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 application form of 'The Dublin School' (DS). 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 student / parent / guardian 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.

#### Booking Deposits

A deposit of EUR 50 per person is required with each booking.

#### 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.

#### Insurance

The DS holds insurance as required by Irish law.

#### Health

Students must notify the DS of any medical conditions that may influence their attendance on a course. The DS reserves the right to cancel a course booking 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.