



**HARROW INDEPENDENT COLLEGE**  
*School of Mathematics, Science & Economics*

# Application Form for Admission 2021-22

## SECTION A: Courses Applied For

FULL TIME       PART TIME

A-Level	<input type="checkbox"/>	Start Date:
GCSE	<input type="checkbox"/>	FT: 07 SEP 2020
Other (please specify)	<input type="checkbox"/> .....	PT: 05 SEP 2020

Please insert a passport sized photo of yourself here. (Digital or Printed)

## SECTION B: Applicant's Details

First Name	Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Family Name	Nationality (As per your Passport/Birth Certificate)		
Date of Birth	Age		
Email Address of Applicant			
Home Address of Applicant		Correspondence Address of Applicant (If different to Home Address)	

## SECTION C: Information on your current academic situation

Name of present school / college	
Address of your school / college	
Postcode / Zip Code	Country
Telephone Number (including Country area code)	Email Address
What year are you currently in?	
Current English language qualification (i.e. GCSE, O/L, IELTS and Grade:	







## SECTION I: Student Code of Conduct

You are expected to conduct yourself responsibly on the College premises. Misconduct may result in you being suspended from the College. In such cases no refund of fees will be given and any outstanding tuition fees will be payable.

### 7.1 Disciplinary Procedures

When you enrol on a programme of learning at the College you sign and commit to a Code of Conduct. If your behaviour, attendance record or academic standards are persistently below the standards set by the college, your parents or guardian will be immediately informed. If these issues are not resolved by informal discussion and negotiation, then disciplinary proceedings may be started against you.

The disciplinary procedure is a formal process which applies to all learners enrolled at the College. There are two types of activities in which disciplinary action may be required:

#### 7.1.1 General Misconduct

This covers student's behaviour such as refusal to show the College ID Card, breach of health and safety regulations, being under the influence of drink or drugs, bullying and harassment of others, or carrying weapons. It also includes misuse of Institution computers and other equipment or any other action or incident considered to be of a similar nature to the above examples.

#### 7.1.2 Academic Misconduct

This covers student's behaviour in relation to their programme of learning such as copying, plagiarism, collusion, cheating etc or any other action or incident considered to be of a similar nature to the above examples.

In addition, each has three levels of seriousness: Level 1 Minor; Level 2 Serious and Level 3 Major.

Reasons for immediate suspension – some examples are below:

- Assault, fighting or other acts of violence, vandalism, bullying and harassment, theft, being in possession of illegal drugs, firearms or other weapons, committing or attempting to commit any act of arson, behaving in a way that brings the College into disrepute.
- Computer hacking, cheating in exams, extensive and/or persistent plagiarism or use of model answers, buying, selling or stealing of work.

### 7.3 Complaints Procedure

HIC endeavours to create a positive learning environment for students, one in which each student has the opportunity to achieve their personal best. To

maintain a high level of student satisfaction, a positive environment is vital. As a result, a fair and open complaints procedure is made available to all students.

### 7.4 Informal Complaint

This is a less formal procedure where a complainant may raise his or her concern about the way the services were provided. The complainant simply may see the Complaints Officer and orally inform the matter which will be dealt with immediately. However, if the matter is serious and the complainant is utterly dissatisfied, the Complaints Officer will rather accept the complaint as a formal one.

### 7.5 Formal Complaint

If a student or a visitor wants to bring a serious complaint about any matter in relation to the way the services are provided, the complainant may bring a formal complaint. It requires the complainant to take a complaint form from the reception. The complainant may also additionally write his or her allegations in addition to filling the complaint form.

For more information about our complaints procedure, please contact:

**Admissions Office**  
**Harrow Independent College**  
**308-310 Eastcote Lane**  
**South Harrow**  
**HA2 9AH**

**Phone: 0044-2084236227**

**Email: [admin@harrowindependentcollege.co.uk](mailto:admin@harrowindependentcollege.co.uk)**

**I have read and understood the terms and conditions of the student code of conduct.**

Name of Student

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Signature of Student

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Name of Parent/Guardian

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Signature of Parent/Guardian

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Date

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## SECTION J: Subjects you have chosen to study at Harrow Independent College

	Subjects and Modules	Examination Board (If you are a part-time student at HIC and a full-time student at another school, you must fill this column)	Level Year 10, Year 11 (GCSE), GCE AS, GCE A2	Current Grade or Predicted Grade if known
	<i>Example: Physics</i>	OCR	GCSE	A*
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

### Choose from the list:

- |   |   |
|---|---|
| <input type="checkbox"/> GCSE/IGCSE Mathematics         | <input type="checkbox"/> GCE Advanced Level Mathematics           |
| <input type="checkbox"/> GCSE/IGCSE Further mathematics | <input type="checkbox"/> GCE Advanced Level Further Mathematics   |
| <input type="checkbox"/> GCSE/IGCSE Physics             | <input type="checkbox"/> GCE Advanced Level Biology               |
| <input type="checkbox"/> GCSE/IGCSE Biology             | <input type="checkbox"/> GCE Advanced Level Chemistry             |
| <input type="checkbox"/> GCSE/IGCSE Chemistry           | <input type="checkbox"/> GCE Advanced Level Physics               |
| <input type="checkbox"/> GCSE/IGCSE ICT/Computing       | <input type="checkbox"/> GCE Advanced Level Economics             |
| <input type="checkbox"/> GCSE/IGCSE English Language    | <input type="checkbox"/> GCE Advanced Level Business Studies      |
| <input type="checkbox"/> GCSE/IGCSE English Literature  | <input type="checkbox"/> GCE Advanced Level English               |
| <input type="checkbox"/> GCSE/IGCSE Economics           | <input type="checkbox"/> GCE Advanced Level Psychology            |
| <input type="checkbox"/> GCSE/IGCSE Business Studies    | <input type="checkbox"/> GCE Advanced Level Government & Politics |
| <input type="checkbox"/> GCSE/IGCSE Geography           | <input type="checkbox"/> GCE Advanced Level Sociology             |
| <input type="checkbox"/> GCSE/IGCSE French              | <input type="checkbox"/> GCE Advanced Level Law                   |
| <input type="checkbox"/> GCSE/IGCSE German              | <input type="checkbox"/> GCE Advanced Level Accounting            |
| <input type="checkbox"/> GCSE/IGCSE History             |   |

## SECTION K: Tuition Fees Payment Structure

### (a) Full Time Tuition (Monday - Friday, day time)

#### GCSE

<b>Two year regular GCSE programme</b> Standard programme (8 GCSE subjects, PSHE and sports)	Fees per annum £8,450
<b>One year intensive GCSE programme</b> 5 subjects Additional subject	Fees per annum £7,700 £1,450

#### A-LEVEL

<b>Two year regular A Level programme</b> 1 subject 2 subjects 3 subjects Additional subject	Fees per annum £3,750 £7,450 £9,700 £1,200
<b>One year intensive A Level programme</b> 1 subject 2 subjects 3 subjects Additional subject	Fees per annum £4,900 £9,750 £11,950 £1,450
<b>18 months intensive A Level programme (starting in January)</b>	Fees for the whole programme £16,500
<b>GCSE (Retake)</b>	Fees per annum £1540

#### ADDITIONAL FEE

Registration fee (non-refundable)	£150
Laboratory charges for Science and Computing (per subject)	£350

#### EXAMINATION FEE

Exam Fee GCSE and IGCSE per subject	£195
Exam Fee GCE AS and A Level per subject	£270
Science GCE CPAC per subject	£4,900
GCE Extended Project Qualification / GCSE Coursework	£490







