



FIRST RESPONSE GUARDIANSHIP REGISTRATION FORM 2019-2020

This service is appropriate for students who are completely independent, requiring no routine service from their guardian. Study Links are thereby absolved of any responsibility and will act only in an emergency when requested to do so. Upon completion please send to studentservices@studylinks.co.uk.

SERVICE LENGTH REQUIRED

| | | | | |
|-------------------------------|------|--------------------------|--------------------|----------------------|
| Full academic year (3 terms): | £480 | <input type="checkbox"/> | School start date: | <input type="text"/> |
| 2 terms: | £320 | <input type="checkbox"/> | | |
| 1 term: | £160 | <input type="checkbox"/> | | |

Please note that students at boarding school or state school in the UK are also subject to a £50 administration fee to cover additional admin expenses incurred by Study Links. This will be added to the initial invoice.

STUDENT DETAILS

| | | | |
|--|----------------------|--|----------------------|
| Surname: | <input type="text"/> | | |
| Given Name(s): | <input type="text"/> | | |
| Preferred Name: | <input type="text"/> | | |
| Gender: | <input type="text"/> | | |
| Date of Birth: | <input type="text"/> | | |
| Nationality: | <input type="text"/> | | |
| Religion: | <input type="text"/> | | |
| Languages spoken: | <input type="text"/> | | |
| Passport No: | <input type="text"/> | Passport Expiry: | <input type="text"/> |
| Visa No: | <input type="text"/> | Visa Expiry: | <input type="text"/> |
| ICFN/BRP No: | <input type="text"/> | ICFN/BRP Expiry: | <input type="text"/> |
| Home Mobile: | <input type="text"/> | English Mobile: | <input type="text"/> |
| Other contact details: (e.g. Skype / Whatsapp ID) | <input type="text"/> | Preferred Contact: (e Phone/Email Whatsapp/ Skype) | <input type="text"/> |
| Email: | <input type="text"/> | | |
| Hobbies / Interests: | <input type="text"/> | | |

HEALTH AND MEDICAL DETAILS

Does the student suffer from health problems? Yes No

Is the student taking any Prescribed medication? Yes No

Details:

Study Links will automatically arrange medical and travel insurance for all students through our trusted partner. This costs £350 per year. Full T&Cs are detailed below.

Yes I require this service No I do not require this service

FAMILY DETAILS

Home Address:

Home Phone:

Home Fax:

MOTHER'S DETAILS

FATHER'S DETAILS

Forename:

Surname:

English Name:

Occupation:

Mobile:

Work Phone:

Email:

Other Contact Details:

Preferred Contact Method:

Languages:

Address:

(if different from Family Address)

ALTERNATIVE CONTACT (IN CASE OF EMERGENCY)

Emergency Contact Name, relationship to student and contact details

SCHOOL/ UNIVERSITY/ COLLEGE DETAILS

Name:

Address:

Year Group:

COMMUNICATIONS

How did you hear about Study Links? Please let us know how you heard about Study Links so that we may thank them for their kind referral:

Friend/family:

Exhibition:

Online:

Agent:

School:

Other:

Publications/Advertising: We really appreciate the opportunity to feature comments and photos of current and former students and families in our marketing communications. This helps other families decide whether Study Links is right for them. Thank you for your help. You can opt out by ticking here.

Newsletter: We will send you our monthly newsletter to keep you up to date about the work Study Links is doing, and information about education in the UK. You can unsubscribe at any time.

DETAILS OF EDUCATIONAL AGENCY

Company Name:

Company Address:

Staff Name:

Telephone:

Email:

DECLARATION AND SIGNATURE

Is any special consent given or withheld by parents?

By registering for guardianship I agree to all the terms and conditions below, and those found on the Study Links [Agreement with Parents](#) document:

Signature of Father:

Name of Father:

Date:

Signature of Mother:

Name of Mother:

Date:



FIRST RESPONSE GUARDIANSHIP 2019-2020 TERMS & CONDITIONS:

- I have elected Study Links International Ltd (Study Links) as a First Response Guardian to act in emergencies only

- I agree to pay the First Response guardianship fee as selected above

- I agree to pay the administration fee of £50 if applicable

First Response guardianship does not include any routine visits to the student, following of, or assistance with, routine health matters, academic progress, behavioural problems or arrangement of trips and events. These services are available under the regular guardianship services if required and it is possible to upgrade should a different level of guardianship be required.

Study Links strongly advise that students do not stay in hotels, B&B's or privately rented accommodation without the supervision of responsible adults. Study Links does not take responsibility for any arrangements made independently by either the student, parent or a third party and Study Links are absolved of all such responsibility.

IN AN EMERGENCY

When emergency assistance is required, Study Links will try to contact parents via the telephone or email contact details given on this form.

If contact cannot be made, Study Links have approval to act in loco parentis and assist the student in cases of illness, suspension, failure of the parents/students own arrangements, national or international transport problems, national or international medical problems or other unforeseen emergencies and parents agree to pay any additional incurred fees.

Parents agree to pay any extra expenses incurred by the student or staff handling the case, for example accommodation costs, damages, transport, and/or other incidental expenses.

Study Links reserves the right to use their professional judgement when deciding what does and does not constitute an emergency.

All non-emergencies, or work following from emergencies that have been handled and Study Links no longer deem emergencies, may incur costs to cover staff time and expenses.

HOMESTAY

Accommodation will be arranged if requested, or if Study Links deems it necessary in an emergency.

The homestay accommodation fee is £65 per night. Costs may vary for other types of accommodation.

Parents agree to pay any accommodation fees which are chargeable even if unused.

Parents will not attempt to make private arrangements with homestay families recommended by Study Links for this student or any others, for the period Study Links International Ltd (Study Links) are used or afterwards.

TRANSPORT

Transportation costs vary according to distance.

INSURANCE

For the safety and security of students, Study Links will automatically arrange comprehensive medical and travel insurance through our trusted partner. Insurance is valid for the duration of the student's guardianship, unless opted out. All claims and further details about the insurance will be provided upon completed registration. One term's written notice must be given to cancel this service.

PAYMENT INSTRUCTIONS

Immediate payment is due on receipt of the invoice. Our service will only commence on receipt of full payment.

Study Links provides an excellent international bank transfer payment system, saving you time and money (with excellent exchange rates, and reduced bank charges). The payment instructions will be sent with the first invoice.

Alternatively, please pay all fees by direct bank transfer. ALL bank charges must be paid by you. Please make the

payment reference the invoice number, account number and student name. The bank details are: National Westminster Bank plc, 7 Hustlergate, Bradford, BD1 1PP; Account Name: Study Links International Ltd; Sort Code: 56-00-36; Account No: 29147573; IBAN: GB18NWBK56003629147573; BIC: NWBK GB 2L.

Cheques & bankers drafts should be made payable to Study Links International Ltd and posted to the address below. Please write the student's name and school on the back of the cheque.

CANCELLATION POLICY

A Term's Written Notice must be given if the Parents wish to cancel guardianship after acceptance, or if the Parents wish to withdraw the student after guardianship services have commenced.

If parents fail to do this, parents agree to pay until the end of the next term after notice is given, and a cancellation fee of £50 is incurred.

For all Full Academic Year contracts, guardianship services will automatically continue from year to year until either side gives notice of termination or the student completes boarding school education, and prices may change each year.

An administration charge of £50 is applied for any change to a confirmed homestay & transport booking.

In the event of visa refusal, Study Links will refund all fees except a £25 administration fee. The client must provide sufficient proof of visa refusal.