

Poppyhill School of Recording

City & Guilds Sound Engineering & Music Technology Training Centre
Course Application form

First Name: Surname:

Address:.....

Landline Tel:..... Mobile Tel: email:

Course applied for

A. City & Guilds Live Sound

B. City & Guilds Studio Recording and Music Production

Fees

Course A: €3,750 excl. exam fee - Deposit €250

Course B: €3,750 excl. exam fee – Deposit €250

3 part installment plan available

Previous Education: Second Level Third Level Other

Previous related experience if any:.....
.....

Interests and hobbies:

Payment enclosed: Deposit: € Full fee: € Installment:€

Note: Payment by bank draft or postal order only

Applicant's signature:

Date:

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Terms and conditions of enrolment (Please read carefully!)

1. A deposit secures a course place subject to an application being successful. This deposit is refundable in the case of an unsuccessful application. No refund will be given for any application withdrawn within 2 weeks prior to the course start date.
2. A student withdrawing from a course after the commencement date shall not be entitled to a refund under any circumstances and shall remain liable for the full course fee.
3. Course fees **DO NOT** include City & Guilds examination fees and certificate fees.
4. The number of students accepted on a course shall be at the discretion of Poppyhill School of Recording but shall not exceed twenty.
5. Poppyhill School of Recording reserves the right to cancellation of any course. In this event applicants will have the option of a full refund of fees paid or a place on an alternative course.
6. Any student whose behaviour is being disruptive and detrimental to the progress of other students on any course can at the school's discretion be expelled from the course without recourse to any refund or appeal.
7. No correspondence will be entered into with any party other than the course applicant.
i.e. The Student.

Note: All courses offered at Poppyhill require 100% commitment from students. Payment of a course fee does not guarantee a diploma or certificate. The qualification must be earned! This means regular attendance, study outside of class hours and plenty of individual practical time as is available. Students are expected to have a positive, willing and cooperative attitude and are also expected to respect the premises in which they train and the equipment with which they train. Each student must be willing to accept sole responsibility for the results they achieve from their chosen course, be it success or failure.

To undertake a course at Poppyhill School of Recording, you must be willing to accept these conditions.

Applicant declaration:

I am willing to accept the conditions outlined above. I am 100% committed to my chosen course.

I accept full responsibility for my achievements from this course

Applicant's signature:

Date:

