

# Admissions Policy

## Principle

International House Torquay aims to ensure all students are booked on the correct course to suit their needs, as quickly and efficiently as possible.

## Procedures

Bookings for Individuals and Groups can be made through the school's website, by email, in person or by telephone.

Bookings are accepted through Educational Tour Operators and Consultants and from students contacting the school directly.

A deposit of 10% of the overall fee is required for group bookings.

Individuals must pay a fee of £45 for any accommodation arranged by the School and a £75 registration fee. These charges only apply once if for a family/couple/or for friends.

Full payment of fees is required 4 weeks prior to the commencement of the course.

When enrolling it is essential that the school receives all the information we ask for and that any medical conditions, allergies or dietary requirements should be divulged. In particular, the school should be informed of any serious difficulties with hearing, sight or mobility.

Before booking and paying for a course, students must confirm that they have read and understood the terms and conditions of enrolment.

If a student intends to sit an examination whilst studying at the school, it is recommended they check their level of English before booking the course.

The school strongly recommends students travel with adequate insurance to cover expenses in case of emergency, as well as fees and costs in case of cancellation or curtailment.

## Entry Requirements

Students requiring visas should ensure they have met all necessary requirements for study and entry into the UK. Students on visas cannot extend their course beyond the dates originally booked by more than 30 days, even if the visa was granted for a longer period.

Reviewed: May 2025