

Qualified Lawyers Transfer Test

Booking form 2008/2009

Please complete in BLOCK CAPITALS and photocopy if you require more than one form.

Your details

Title: _____ First name: _____ Last name: _____

Ethnicity: _____ Date of birth: _____

E-mail: _____

Telephone no: _____ Fax no: _____

Home address: _____

Post/zip code: _____

Employer's name: _____

Employer's address: _____

Post/zip code: _____

Please address e-mail receipt to: My employer Me **Please send study material to:** My office My home

E-mail address _____

Please note: course materials are bulky and delivery may require a signature. We therefore recommend that you have the study pack(s) delivered to your office address if possible.

Special requirements

Special requirements (e.g. due to physical disability, dyslexia etc.) Yes (If YES, please attach full details of your needs, together with supporting medical/other evidence) No

Why did you choose The College of Law for the QLTT? _____

IMPORTANT: Have you enclosed a photocopy of your Certificate of Eligibility issued by the Solicitors Regulation Authority (SRA). (Please note that you will not be allowed to sit any Tests if the College has not received a copy of your certificate prior to the Test date).

FOR OFFICE USE ONLY	
Course	<input type="text"/>
Price	<input type="text"/>
Date Received	<input type="text"/>
Date Entered	<input type="text"/>
Inv. No.	

Distance learning and tuition booking

Please tick the appropriate box(es):

London

Fee

Property (Probate & Conveyancing) – Head I

- | | | |
|--------------------------|-------------------|-------|
| <input type="checkbox"/> | Weekend tuition | £700 |
| <input type="checkbox"/> | Revision session | £200 |
| <input type="checkbox"/> | Distance learning | £385* |

Litigation – Head II

Civil

- | | | |
|--------------------------|-------------------|-------|
| <input type="checkbox"/> | Weekend tuition | £500 |
| <input type="checkbox"/> | Revision session | £200 |
| <input type="checkbox"/> | Distance learning | £385* |

Criminal

- | | | |
|--------------------------|-------------------|-------|
| <input type="checkbox"/> | Distance learning | £385* |
|--------------------------|-------------------|-------|

Professional Conduct and Accounts – Head III

- | | | |
|--------------------------|--|-------|
| <input type="checkbox"/> | Weekend tuition | £700 |
| <input type="checkbox"/> | Revision session | £200 |
| <input type="checkbox"/> | Distance learning | £385* |
| <input type="checkbox"/> | Online revision programme (6 month access) | £225 |
| <input type="checkbox"/> | Mock test | £100 |

Principles in Common Law – Head IV

- | | | |
|--------------------------|-------------------|-------|
| <input type="checkbox"/> | Weekend tuition | £500 |
| <input type="checkbox"/> | Revision session | £200 |
| <input type="checkbox"/> | Distance learning | £315* |

Mumbai

Professional Conduct and Accounts – Head III

- | | | |
|--------------------------|---------------------------|------|
| <input type="checkbox"/> | Distance learning | £385 |
| <input type="checkbox"/> | Online revision programme | £225 |
| <input type="checkbox"/> | Mock test | £100 |

* The College of Law will courier all your distance learning materials to you, free of charge.

Registration fee

- I wish to register to sit the following Test(s) £285**
(The registration fee of £285 allows you to sit at three sittings.)

Test booking

London

- | | | |
|--------------------------|---|------|
| <input type="checkbox"/> | Property (Probate & Conveyancing) – Head I | £100 |
| | Litigation – Head II | |
| <input type="checkbox"/> | Civil OR | £100 |
| <input type="checkbox"/> | Criminal | £100 |
| <input type="checkbox"/> | Professional Conduct and Accounts – Head III | £100 |
| <input type="checkbox"/> | Principles of Common Law (oral examination) – Head IV | £250 |

Mumbai

- | | | |
|--------------------------|--|------|
| <input type="checkbox"/> | Professional Conduct and Accounts – Head III | £100 |
|--------------------------|--|------|

Sydney

- | | | |
|--------------------------|--|------|
| <input type="checkbox"/> | Professional Conduct and Accounts – Head III | £100 |
|--------------------------|--|------|

Hong Kong

- | | | |
|--------------------------|--|------|
| <input type="checkbox"/> | Professional Conduct and Accounts – Head III | £100 |
|--------------------------|--|------|

TOTAL: _____

Please book me onto the following (please refer to the online timetable or e-brochure):

	Date(s)	Class code	Location
Property – Head I			
Weekend tuition	_____	_____	_____
Revision session	_____	_____	_____
Test	_____	_____	_____
Litigation – Head II			
Civil			
Weekend tuition	_____	_____	_____
Revision session	_____	_____	_____
Test	_____	_____	_____
Criminal			
Test	_____	_____	_____
Professional Conduct and Accounts – Head III			
Weekend tuition	_____	_____	_____
Revision session	_____	_____	_____
Test	_____	_____	_____
Online revision programme (6 month access)	_____	_____	<i>not applicable</i>
Mock test	_____	_____	<i>not applicable</i>
Principles of Common Law – Head IV			
Weekend tuition	_____	_____	_____
Revision session	_____	_____	_____
Test	_____	_____	_____

You can book and pay for your QLTT tuition and tests online.

www.college-of-law.co.uk/qltt

Terms and conditions

General

- Enrolment for a tuition or revision session does not constitute enrolment for the examination itself.
- **Payment:** Fees must be paid in full upon enrolment and are non-refundable. A booking can only be confirmed when payment is received.
- The copyright of all course materials remains that of The College of Law. Such materials may not be produced either in whole or in part, by any method whatsoever, without prior permission having been given in writing by The College of Law. Once supplied, course materials become the personal property of the student to whom they are issued and may not be used by any other person.
- The course materials are reviewed/updated annually and are valid for one year from 1 July and running through to 30 June the next year. If a candidate purchases material before 30 June and then needs to sit/resit after 1 July, they will be required to purchase the updated course material. Any major changes in legislation and/or regulations will be included in a separate update distributed to candidates. It is the responsibility of the candidate to track and monitor minor changes.
- Access to the Online Revision programme (Head III) is for six months only, from date of purchase.
- The dates, time and venues of the exam, tuition and revision sessions are provisional. Whilst the College will try to adhere to the published programme, we reserve the right to make changes or to cancel a programme if this becomes necessary. Any changes will be notified in advance.
- Prices are correct at time of going to press August 2008. Prices are valid for all sittings up until end of July 2009.
- All places offered on the tuition, revision sessions and Test are subject to availability and demand. Please ensure you have read the Test Regulations prior to signing below.
- You will receive written confirmation of your booking. Joining instructions will be forwarded approximately 7 days prior to the start of the tuition, revision session or Test.

Early booking

Tuition, revision sessions and Test: Places are limited and early booking is recommended. Once the maximum number of candidates is reached for a particular session, we will not be able to accept any further bookings for that session.

Test entry

- Any legal proceedings, whether in contract or otherwise, arising out of, or in connection with an application to sit the Test shall be subject to the exclusive jurisdiction of the courts of England.
- Any contract between you and The College of Law of England and Wales shall be governed by the law of England.
- Any examination paper written by the candidate and/or recordings made at the Head IV (Oral) Test shall be the property of The College of Law of England and Wales and by signing this booking form, you waive any intellectual property right in such.
- The College of Law will discharge its obligations in relation to the provision of any advance information or materials relating to the Test by sending the relevant information or material to the candidate by first class mail/airmail at the address specified by the candidate on their application form under the heading "Address to which pre-Test information should be sent". No appeal against a decision of the Examination Board will lie on the grounds that the information or material was/were not received by the candidate.
- **Applicable law:** You will be examined on the law as it is in force on the day of the examination. It is your responsibility to make sure your knowledge and study materials are up-to-date.
- **Registration fee:** The registration fee of £285 allows you to sit at three sittings.

Cancellation

By the candidate: All fees are non-refundable. If you fail to attend any tuition, revision sessions or Test for which an enrolment has been made, the full fee will be charged.

By the College: In the unlikely event that we have to cancel, an alternative date will be offered, but the College shall incur no further liability.

Deferral

To postpone one or more Heads of the Test, The College of Law must be notified in writing at least 10 working days before the date of the examination.

A partial credit reflecting the difference between the fees paid and the fees due for any Heads taken in that sitting will be carried over against an enrolment by the same candidate for the next Test sitting. The fee to be carried forward will be confirmed in writing. A new application for the next Test to be entered must be submitted, together with the balance of the fee before the Test deadline.

Data protection

The College of Law needs to hold certain personal information about its candidates. Information will be held in accordance with the Data Protection Act 1998 and the College's Data Protection Policy. For further details of the Data Protection policy and Data Protection declaration, please visit our website at www.college-of-law.co.uk Agreement to the processing of personal data is a condition of acceptance onto any course. By enrolling on an examination or tuition course you signify your agreement to this processing.

Acceptance of terms and conditions

Your booking cannot be accepted if you have not signed to accept the above terms and conditions.

I accept the Terms and Conditions detailed herein.

Signature _____ Date _____

Contact details

To find out more about Qualified Lawyers Transfer Test, talk to the Customer Centre on telephone **01483 216216**, or e-mail **pd@lawcol.co.uk**.

Please return this form to:

The Customer Centre, The College of Law, Braboeuf Manor, Portsmouth Road, St Catherines, Guildford, Surrey GU3 1HA United Kingdom

Tel: +44 (0)1483 216216 Fax: +44 (0)1483 579558

E-mail: qltt@lawcol.co.uk

www.college-of-law.co.uk