

# Stephen Rosser Wine School @ Salut Wines Course Booking Form

I wish to apply for a place on following Stephen Rosser Wine School Course  
(please tick the appropriate box)

- WSET® Level 2 Award in Wines course. (£310)  
 WSET® Level 3 Award in Wines course. (£610)

Course start date.....

It is recommended that you read the Course Specification prior to signing. These can be found at:  
<http://www.wsetglobal.com/qualifications/>

Please ensure that you read the booking conditions and completed all sections on the booking form where applicable. Email the completed form to: [info@stephenrosserwineschool.co.uk](mailto:info@stephenrosserwineschool.co.uk) or send to the address below.

## YOUR DETAILS – please print clearly in block capitals

(these will be registered with WSET Awards)

First Name(s)			
Title and Surname			
Male or Female	Date of Birth (required for exam booking)		
Address			
Post Code			
Email			
Telephone Number			
Employer & Position (Trade only)			
Have you previously enrolled on a WSET course? If yes, which School & what year?			
Where did you hear about this course?			

### Please pay the appropriate full fee as follows:

Bank details: Barclays Bank. Account Name – Stephen Rosser Wine Limited  
Sort Code - 200196 Account Number - 43079805 Reference – “Your name”

## BOOKING CONDITIONS

1. Full payment must accompany the completed & signed booking form - we do not accept provisional bookings and places will only be confirmed once payment is received.
2. Cancellations of confirmed places are accepted up to ten working days prior to the start of the course. An administration fee of £25.00 plus the full cost of the study materials supplied will be deducted and the remainder of the course fee refunded to the payee.
3. If a confirmed course booking is cancelled during the ten working days prior to the start of the course, or at any time after the start of the course, no refund or transfer of the course fees will be made.
4. Transfers of a confirmed booking either to another course or applicant can be made up to ten working days before the course start date on payment of a £25.00 admin fee plus the cost of any additional study materials which may be applicable. This is valid from one calendar year of the original booking.
5. Examination dates are fixed to the course onto which you book and any transfer to an alternative date will incur an administration fee of £25.00. All transfer requests must be made in writing or by email at least ten working days before the original examination date. Alternative exam dates are not guaranteed.
6. Failure to attend booked examinations will result in the student being liable to subsequent examination fees. Re-sit examinations are not included in the fee.
7. Disability/reasonable adjustments examination requests. Requests for reasonable adjustments must be made at least four weeks prior to the examination date(s). Upon request, a form will be sent to you. You will need to complete and return the form, along with the required supporting evidence for submission, within five working days of receipt. The form will be sent to WSET Awards for approval.
8. We strive to create an inclusive environment for all our students and will make every reasonable attempt to provide support if you have additional access or educational needs as a result of a disability. It is the policy of the Wine & Spirit Education Trust (WSET)® that no student should be placed at a disadvantage in their assessment(s).
9. Course fees will be refunded in full if Stephen Rosser Wine changes a course date or cancels a course if enrolments do not reach the required minimum numbers – notification will be made in the ten working days prior to the planned start date of the course.
10. Resits. In the unlikely event that you should fail your assessment, it is possible to attend a resit examination days. You must send a written request and return a Resit examination booking fee.

### Student's declaration

I have read and understood the booking conditions and policy on cancelations, refunds and transfers above. I understand that all Stephen Rosser Wine Courses are subject to minimum numbers and we reserve the right to change tutors, reschedule, cancel, close or combine courses if necessary. I understand that I am required to present an original authorised photographic identification at all examinations and you will be refused entry to an examination if not produced.

**Signature**.....

**Date**.....