

# Gateway Education – providing a homestay alternative

Gateway Education, based only a few minutes from the university’s Park Campus, has been providing quality homestay to international students for more than 12 years.

Gateway works with a network of host families not only in Northampton but around the country that provide a caring environment in which students feel safe and cared for. Not only does a student’s English level improve much faster than their boarding counterparts but student’s get the unique opportunity to experience the culture, traditions and care of a specially selected host family. Often these relationships endure beyond their studies and many of our students who have gone on to further education are still closely in contact with their original hosts.

## Why homestay?

* a chance to develop your English skills
* excellent value for money – nothing extra to pay on top and no extra bills
* a caring environment
* breakfast and Dinner included

## What will it cost me?

Single Room  - £145 per week term time

Single Room  - £175 per week holiday time (3 meals per day)

## What’s included?

Bed, breakfast and evening meal – 7 days a week

Internet Connection

Laundry – once per week

# Student information request pack

Dear Student

Please complete all the information required and also the attached medical form. This will help match you to the most suitable host family.

## Required

* biographical information
* official information
* medical and health information
* contact information

Gateway Emergency Number – 07587 335 292

Office Number – 01604 642 082

Accommodation email

 emma@gateway-education.co.uk

## Student biographical data

|  |  |
| --- | --- |
| Student Full Name (Own Lang) |  |
| Student Name ( English) |  |
| Gender |  |
| Date of Birth |  |
| Mobile |  |
| E-mail |  |
| Current UK Address |  |
|  |
|  |
| Home Address Outside UK |  |
|  |
|  |

## Official data

|  |  |
| --- | --- |
| Passport Number |  |
| Date of Expiry |  |
| Place of Issue |  |
| Issuing Country |  |

## Contacts or relatives in the UK?

|  |  |
| --- | --- |
| Name |  |
| Relationship |  |
| Telephone |  |
| Mobile |  |
| E-mail |  |
| Address |  |

## Accommodation Booking

|  |  |
| --- | --- |
| Autumn term | Accommodation Needed YES ⃝ NO ⃝ |
| From Date |  |
| To Date |  |
| E-mail |  |
| Holiday Accommodation | Accommodation Needed YES ⃝ NO ⃝ |
| From Date |  |
| To Date |  |

|  |  |
| --- | --- |
| Spring term | Accommodation Needed YES ⃝ NO ⃝ |
| From Date |  |
| To Date |  |
| E-mail |  |
| Holiday Accommodation | Accommodation Needed YES ⃝ NO ⃝ |
| From Date |  |
| To Date |  |

|  |  |
| --- | --- |
| Summer term | Accommodation Needed YES ⃝ NO ⃝ |
| From Date |  |
| To Date |  |
| E-mail |  |
| Holiday Accommodation | Accommodation Needed YES ⃝ NO ⃝ |
| From Date |  |
| To Date |  |

## Medical information

|  |
| --- |
| Please complete attached medical form |

## Your dietary requirements

|  |
| --- |
|  |

## Your hobbies or interests

|  |
| --- |
|  |

## Special notes - please tell us anything you consider important

|  |
| --- |
|  |

I agree to abide by the terms and conditions overleaf

|  |  |
| --- | --- |
| Signature |  |
| Date |  |

## Gateway education homestay booking terms and conditions

1. Bookings are confirmed upon receipt of a completed application form and are only guaranteed when payment has been cleared through our bank. Payments must be made in full 2 weeks before the commencement of the accommodation. Gateway reserve the right to cancel a booking for which payment has not been received 7 days before arrival date.
2. Payments must be for a term in advance – including any holiday accommodation booking if required
3. Students must indicate at time of booking any special requests, dietary needs or allergies.
4. Gateway reserve the right to change an accommodation at any time in the interest of the student or of the host family.
5. Gateway reserves the right to cancel accommodation booked if there are concerns about the guest's behaviour. No refunds are made in these circumstances.
6. Students leaving accommodation for weekend breaks (and similar) will not be given discounts or refunds.
7. Students taking holidays during their placement period must in advance:
inform Gateway and remove all personal belongings from the host family to prevent being charged.
8. Gateway is not responsible for any damage or loss of property whilst in accommodation arranged Gateway. Clients are also advised that they should take out personal/travel insurance to cover their belongings against theft, loss or damage. Any complaint regarding a family must be made immediately and a complaint form completed. Complaints will be thoroughly investigated and any necessary action will be taken.
9. In the event of incompatibility between a guest and a host family, Gateway will find a replacement family.
10. The normal minimum booking period is as follows:
a)    A minimum of 1 week for the longer stay student
b)    A minimum of 3 nights for short stay tourist
c)    A minimum of 3 nights for short stay groups
11. For long-term accommodation, we suggest that the arrival day should be on a Saturday or Sunday. The student should telephone their host family a few days before to give them an approximate arrival time and to check that the arrival time is convenient for them.
12. Students wishing to extend their accommodation beyond the end date may do so but must contact our accommodation officer. For extended periods which, are shorter than a week, accommodation will be charged on a per night basis.
13. There will be no refunds for students leaving pre-booked accommodation early (discretionary refunds may apply under special circumstances). .
14. Clients must always ask permission before using the host family's telephone.
15. Clients must always ask permission before using the host family's appliances (washing machines, hairdryers etc).
16. Clients must always ask permission before allowing friends in the house.
17. Clients must take great care not to lose or misuse the key(s) to the home. Please pay attention to the instructions that the host family will give you concerning the security of the house (locks, alarms etc). If you lose the keys to the house, you must be prepared to have to pay for the replacement cost.

## Cancellations and refunds – prior to arrival

* If cancellation is received with more than 2 weeks (14 days) notice, we will make a small administration charge of £35.00 to cover our expenses. The balance of the accommodation will be refunded.
* If cancellation occurs with less than 2 weeks (14 days) notice, the cancellation charge will be the equivalent of 2 weeks accommodation fees. The balance of the accommodation will be refunded.
* For cancellations as a result of a refused entry visa, we will need to have sight of the official refusal forms. Once we have official proof, we will refund the amount paid in full.
* All cancellation notifications must be received during normal working hours (Monday to Friday between 09.00-17.30hrs)

## Cancellations and refunds – during stay

If a student who is here decides to terminate their accommodation early, there must be a minimum notice period of 2 weeks or an upfront payment of 2 week's accommodation fees.

MEDICAL FORM

**Name:**

**Please provide us with the following information in English:**

1. What is your general health, do you have any health or medical issues that may affect your stay with a host family?

2). Are you allergic to/currently taking any medication?

3.) Are you allergic to any food, which then requires a special diet?

4). Do you smoke?

Yes □ No □

5.) Are you allergic to/does not like any animals? (Please specify)

1. Have you been immunized for the following? Please supply dates:

Tetanus □ ………………………..

Polio □ ………………………..

Meningitis C □ ………………………..

Rubella □ ………………………..

B.C.G □ ………………………..

Measles □ ………………………..

M.M.R □ ………………………..

I confirm that the above information I have given is both current and true; Gateway do not take any responsibility if anything happed due to missing or wrong information

Signed……………………………………………… Date ……………………….