

ENGLISH UK STATISTICS CORE GROUP SCHEME – RESPONSE FORM

The purpose of the statistics core group is to allow participating centres to compare their student market data by country and in aggregate with the totals of other participating centres, in order to judge market trends and performance.

The value of the scheme derives from accurate and timely student data being provided.

Statistics will be requested on the standard form for each quarter on a 'due date'. If a centre has not submitted its return (properly completed) within two weeks of the due date, £50 will be removed from its deposit. If a centre does not submit its statistics within four weeks of the due date, it will be deemed to have withdrawn from the scheme, its statistics will be stripped out and the core group recalculated, and its £500 deposit or residue thereof will be forfeit.

By agreeing to become a member of the statistics core group, you as a member centre are agreeing to:

- Complete the stats return for the 12 quarters in full, properly and accurately
- Submit the return each quarter on time
- Lodge a deposit of £500 with English UK
- Maintain the confidentiality of the data.

For its part, English UK will:

- Administer the scheme
- Publish the quarterly return dates at the outset
- Send an e-mail reminder of the due date each quarter at least two weeks before it is due
- Send an e-mail reminder to all those centres which have not submitted their return on the due date
- Send an e-mail reminder not less than 24 hours before the two-week submission period ends and the £50 deduction is due
- Send an e-mail reminder and follow up with a phone call not less than 3 days before the four week period ends
- Analyse the data and provide the analysis back to members not later than six weeks after the due date
- Maintain the confidentiality of the data.

Please complete the following and return this form by post, email or fax to Emma Chon (International Officer) by Friday 28 February 2014 at the latest.

You are advised to keep a copy of this form.

I wish to join the Core statistics group and agree to the above

I do not wish to join the Core statistics group and will submit only annual data through my on-line centre profile

(Mark X in the appropriate box)

Name of member centre

Name of nominated representative (please print)

Signature of the above

Post to: English UK, 219 St John Street, London EC1V 4LY

Fax to: 020 7608 7971

Email to: emma@englishuk.com