

## **Checklist for Summer School Group Applications**

1. Completed and signed VAF.
2. Correct fee.
3. Appropriate photo.
4. Letter of invitation from Host Institution.
  - Clearly state Length of Tour
  - Daily detail of Tour
5. Letter of authority. (from parents of the child, stating that the child can travel with authorised persons)
6. Letter from Applicants School in China Authorising Time and Tour.
7. Contact Person.
  - China Co-ordinator Name
  - UK liaison Person Name
8. Evidence of applicant's employment.
9. Evidence of Parents Employment Letter and Income Details.
10. Evidence of funding. (Bank Deposit Certificate )
11. History/source of funds dating back at least 6 months.
12. Family book.
13. Travel itinerary/booking.

