

# How to Enrol

## Three Term Diploma, Two Term Diploma, Foundation Certificate

The first step is to book an informal one-to-one chat by contacting Reception on 020 8749 6400 (Monday to Friday from 9am to 5pm), or by emailing our Registrar: [registrar@leiths.com](mailto:registrar@leiths.com)

You can also request a 1:1 chat by clicking the link below:

[Book your chat with Leiths](#)

Interviews are offered Monday to Friday between 9.30am – 3.00pm, UK time.

Our one-to-one chats take place via video call on Teams. There will be a link to click in our email to you which will start the call, and you won't need to install any software.

Your interview will be hosted by our Managing Director, School Principal or a Senior Teacher. You'll have an opportunity to talk about yourself, what you are hoping to achieve, and we can discuss our courses and their suitability for you. We can explain what to expect in the new academic year as well as answer any questions that you may have. It is important that you inform us in your interview if you have any relevant medical conditions and/or specific learning difficulties that could affect your time on the course. You should allow up to half an hour for the appointment.

Following your one-to-one, our Registrar will contact you by email. If you have been offered a place on one of our professional courses the enrolment form and instructions will be attached. If we do not think the course will be suitable for you for any reason, we will let you know, and offer alternative advice.

If you'd like to visit the school in person, please contact our Registrar ([registrar@leiths.com](mailto:registrar@leiths.com)) who will be delighted to organise a tour. The school's address is 16-20 Wendell Road, W12 9RT. For local transportation links, please visit [www.leiths.com/contact](http://www.leiths.com/contact)

If you decide to join us, please arrange payment of the deposit and send the signed enrolment form to [registrar@leiths.com](mailto:registrar@leiths.com) along with a copy of your passport and a recent photograph.

This will secure your place on the course.

Once your enrolment has been processed you will receive confirmation of acceptance via email stating that you have been allocated a place on the course subject to Leiths Terms and Conditions.

All remaining professional course fees will be due at least six weeks before the course starts. We will send you an invoice, along with instructions for ordering your professional knife set, as well as your equipment and uniform pack closer to the time.

You can find approximate prices on our price list. For the most up to date version please visit [www.leiths.com](http://www.leiths.com) or ask a member of staff.

Things you need to check in advance:

We recommend that prospective students should check that their tetanus immunisation is up-to-date.

It is of great importance that you give us all relevant information to be able to teach and support you during your course or the School may terminate its contract with you.

If English is your second language, you should have proof that you've attained an IELTS (International English Language Testing System) band score of 6.5 which equates to C1 on the CEFR (Council of Europe's Common European Framework). If you have studied at degree level before in the UK, this will not be needed.

If you are a non-UK prospective student requiring a Student Visa, please inform us before your interview. Any Visa related questions should be directed to the Registrar ([registrar@leiths.com](mailto:registrar@leiths.com))

**LEITHS**  
SCHOOL OF FOOD AND WINE

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