

2.0 The Policy

2.1 Communication with students

- a. Invoices, credit notes and statements for self-funded or sponsored students will be sent, to the student e-mail account supplied on enrolment.
- b. SLC funded students can access financial information through the SLC website and check current balances by logging in to the <https://www.gov.uk/student-finance-register-login>
- c. Financial correspondence in relation to fees that are due for payment or that have become overdue will be sent using e-mail and letter

3.0 Payment Methods

Fees must be paid by the student, Student Finance England or a sponsor. Students can pay via the following methods. Any failed payments may result in students being blocked and excluded

- a. Bank transfer
Barclays Bank
Leicester LE87 2BB

Customer Name: UCK Ltd
Sort Code: 20 67 83
Account No. 20879223
SWIFTBIC BUKBGB22
IBAN GB03 BUKB 2067 8320 8792 23

4.0 Payment Plans UK/EU Students

Payment plans are available to self-funded or sponsored UK/EU students who are not paying dates.

Three Instalments Scheme

September starters

Part-time courses attract the part time fee for the appropriate intensity level

Re-sits do not incur a charge

Retakes incur a charge per credit

Deferred modules it is assumed that the fees are carried forward to the deferred session.

7.0 Late and failed payments

should your place is withdrawn due to non-payment.

The College reserves the right to charge a £30 administration fee for failed card/direct payments

If a student changes course during their enrolment period and if there is a fee payments may need to be amended.

8.0 Implications of delayed payment or non-payment

- a. Missed tuition fees instalments, non-blocked and/or excluded. Blocked

eing