

Finance terms and conditions

By reserving a place on our course, you enter into a legally binding contract with The College of Law. You accept and agree to be bound by these financial terms and conditions.

Your acceptance has immediate cost implications and creates financial commitments.

Please make sure you read these terms and conditions.

1. Confirmation of your place

- If you accept a place on a course before 1 February 2010, your place will be confirmed automatically on 1 February 2010.
- If you accept a place on a course after 1 February 2010, your place will be confirmed automatically upon the College's receipt of your acceptance.
- Confirmation of a place on a course finalises the contract between you and the College.

2. Course fees

The course fees for your reserved place include tuition, text books, course materials, learning resources and all first attempt examinations and assessments. Course fees exclude examination re-sits which will be charged for separately. Our 2010/11 course fees are available on the College website - visit www.college-of-law.co.uk

3. Payment of course fees

Fees for full-time and Year 1 part-time courses are payable as follows:

- £250 deposit to reserve your place on the GDL course, payable on acceptance
- £350 deposit to reserve your place on the LPC or BPTC course, payable on acceptance
- the balance is payable either:-
 - in full on or before 21 August 2010, or,
 - in two instalments:

First instalment deadline - 21 August 2010
Second instalment deadline - 5 December 2010

Late payment may lead to cancellation by the College of your course place.

If you are being sponsored, you should pay the deposit yourself and then claim the amount from your sponsor.

Please note that even if someone other than you makes any payment, or agrees to make any payment, on your behalf you remain liable for full payment until the College has received cleared funds. Any rights the College may have against the payer are not affected.

4. Cancellation

Cancellation of the contract occurs on the cancellation of a reserved place on a course commencing in a specified academic year. Requests to defer, intermit or transfer from a full-time course to a part-time course or vice versa carry the same course fee liability consequences as cancellation, as they all involve the cancellation of a reserved place on a course in that particular academic year.

How to cancel

Cancellation must be made via e-mail to admissions@lawcol.co.uk. Admissions acknowledge receipt of all e-mails within 24 hours. We recommend that you keep a copy of our acknowledgment e-mail. If you e-mail and do not receive this acknowledgement please either send the e-mail again or contact us on 0800 328 0153.

If you are currently studying for a degree or GDL and fail one or more exams, you should confirm this via e-mail to admissions@lawcol.co.uk as soon as possible - it may affect your eligibility to start your course at the College.

Course fee liability on cancellation

Your acceptance has immediate cost implications and creates financial commitments. The sole source of funding from which the College meets these financial commitments is course fee income.

If the College cancels the contract for one of the reasons described below, or if you cancel the contract, the extent of your payment liability for the course fees will vary depending on **when** cancellation occurs:

Cancellation within 11 days of confirmation of your reserved place

Following the confirmation of your reserved place there is an 11-day 'cooling off' period during which you or the College may cancel the contract. Provided such cancellation occurs within 11 days from the confirmation of your reserved place:

- you will not be liable for any course fees
- the College will refund any course fees and deposit paid

Cancellation after the 11-day 'cooling off' period will mean you will lose your deposit and may be liable for part or all of the course fees depending on the cancellation date.

Cancellation on or before 31 July 2010

If you or the College cancel the contract on or before 31 July 2010 (and after the 11-day 'cooling off' period):

- you will not be liable for any course fees
- the College will refund any course fees paid less your deposit
- your deposit **will not** be refunded

Cancellation after 31 July 2010 but on or before 5 December 2010

If you or the College cancel the contract after 31 July 2010, but on or before 5 December 2010 (and after the 11-day 'cooling off' period):

- you **will** be liable for the first instalment of course fees
- your deposit **will not** be refunded
- you will not be liable for the second instalment of fees

Cancellation after 5 December 2010

If you or the College cancel the contract after 5 December 2010:

- you **will** be liable for the full course fees
- your deposit **will not** be refunded

Cancellation by the College

- The College may cancel your place on the course by reason of your non-attendance, or if you have not paid the course fees in line with these requirements, or if you have not met the eligibility criteria for the course.
- In addition to its rights to cancel your place on the course, the College will not issue you with examination and assessment results or course materials until you have paid the course fees in accordance with these terms.
- If the College is unable to run the course or cancels your place for any reason other than those listed above, it will refund in full all course fees you have already paid, including any deposit.

4. Deferral

- A request to defer is an application to cancel a reserved 2010 course place and reserve a new place on the 2011 course, returning at the start of the course.
- It is not possible to defer your course place after the start of Course Week 3.
- Only deferral requests made before the start of Course Week 3 will be considered.
- Deferral requests must be made via e-mail to **admissions@lawcol.co.uk**
- The College will confirm via e-mail whether or not your deferral request has been approved.

Course fee liability on request to defer:

within 11 days of confirmation of your reserved place

If you request to defer within 11 days from the confirmation of your reserved place:

- you will not be liable for any course fees until after 31 July 2011
- the College will refund any course fees paid less your deposit
- your deposit **will not** be refunded in order to reserve a new place on the 2011 course

on or before 31 July 2010

If you request to defer on or before 31 July 2010:

- you will not be liable for any course fees until after 31 July 2011
- the College will refund any course fees paid less your deposit
- your deposit **will not** be refunded in order to reserve a new place on the 2011 course

after 31 July 2010 and before Course Week 3

If you request to defer after 31 July 2010 but before Day 1 of Course Week 3 (and after the 11-day 'cooling off' period):

- you **will** be liable for the first instalment course fees which will be held over and applied towards the 2011 course fees. These are not refundable.
- first instalment course fees must have been paid before a request to defer will be considered
- your deposit **will not** be refunded
- you will not be liable for 2011 course fees until after 31 July 2011

5. Request to Intermit

- A request to intermit is an application to cancel a reserved 2010 course place and reserve a new place on the 2011 course, returning at the same point in the academic year.
- You may request to intermit your reserved place from Course Week 3 onwards.
- There must be no outstanding course fees at the time of the request.
- A request to intermit must be made via e-mail to your chosen Centre.
- The College will confirm via e-mail whether or not your request to intermit has been approved.

Course fee liability on request to intermit

If you request to intermit your course place from Course Week 3 onwards:

- you **will** be liable for the first instalment course fees which will be held over and applied towards the 2011 course fees. These are not refundable
- your deposit **will not** be refunded
- you **will** be liable for a non-refundable £100 intermission request fee
- if your request is e-mailed after 5 December 2010 you **will** be liable for the second instalment course fees which will be held over and applied towards the 2011 course fees. These are not refundable
- you will not be liable for 2011 course fees until after 31 July 2011

Queries

If you have any queries, please contact Admissions on 0800 328 0153 or via e-mail at admissions@lawcol.co.uk. You can also find further important information about your offer in your online offer information.