

## Post-Commencement Refund Policy

- Students are considered to have commenced their course when they arrive in centre and attend any induction, registration or teaching activities.
- Students who do not commence their course but have travelled to their chosen country of study by means of a student visa sponsored by Study Group will be considered to be Absent Without Leave (AWOL).
- Any student who has been issued a visa or a CAS that has been used as part of a visa application will not be provided any applicable refund until sufficient evidence has been provided, this may include (and is not limited to): -
  - Proof of leaving returning to their home country, such as copies of boarding pass and copies of passport which show the appropriate entry/exit stamps
  - Proof of not leaving their home country to travel to their chosen country of study, such as copies of the full pages of passport

Withdrawal Reason Key: ✗ Not Refunded ✓ Refunded	Security Deposit (£1,000/€1,000)	Fees for Current Term or Semester (includes Tuition Fee Deposit if 1 <sup>st</sup> term)	Fees for Next Term or Semester	Fees for Future Terms or Semesters
<b>For students who have arrived in centre and commenced their course or programme of study</b>				
<b>Student withdrawal from studies</b>				
Student withdrawal with no exceptional circumstances	✓ (less any unpaid incidental charges)	✗	✗	✓
Student withdrawal due to exceptional circumstances e.g. illness, bereavement (documentation will need to be provided)	✓ (less any unpaid incidental charges)	Payable up to the last date of study, balance of fees refunded	✓	✓
<b>Study Group termination of studies due to:</b>				
Academic performance	✓ (less any unpaid incidental charges)	Payable up to the last date of study, balance of fees refunded	✓	✓
Other reason (e.g. withdrawal of programme of study)	✓ (less any unpaid incidental charges)	Payable up to the last date of study, balance of fees refunded	✓	✓
Serious misconduct or attendance issues or non-payment of tuition fees	✓ (less any unpaid incidental charges)	✗	✗	✓
AWOL or evidence of Fraud (e.g. deliberate misuse of CAS or related visa for non-study purposes)	✗	✗	✗	✗

- In the event that Study Group is unable to complete the teaching of a paid for programme of study, Study Group will pay any reasonable and demonstrable incremental costs incurred in the student completing the same or a comparable programme of study within Study Group or its affiliates.
- In the event that Study Group is unable to complete the teaching of a paid for programme of study and no alternative arrangements are available to complete the same or a comparable programme of study within Study Group or its affiliates, Study Group will refund all tuition/accommodation/living fees/expenses paid for incomplete programmes of study.

Notes:

- (1) £260/€260 Administration Fee is never refunded
- (2) For accommodation, refer to your tenancy agreement or accommodation refund policy
- (3) StudyCare Insurance Plus will be charged by week up to the date of withdrawal, the unused balance will be refunded in all cases
- (4) Students in receipt of a scholarship (by way of a 20%/40% discount to tuition fees) shall be refunded any eligible amounts less the relevant discount applied to such fees