



St. Peter's College of London

GENERAL TERMS AND CONDITIONS

1. All applications must be submitted accompanied by certified copies of all the academic entry qualification certificates and four (04) passport-sized photographs. Anyone found to have provided false information or forged documents will be expelled from the college.
 - 1.a) An admission offer will only be made on the citing of those entry qualification documents as stated above.
 - 1.b) A Confirmation of Acceptance of Studies (CAS) will be issued citing each academic qualifications supplied to us.
 - 1.c) All originals of those documents provided at the time of obtaining the CAS must be submitted when applying for the General Student visa under PBS – Tier 4 regulations.
2. Overseas students should not apply for a "General Student" status with any hidden agenda other than for education.
3. Students are required to check College Notice Board on daily basis. Management of the college cannot be held responsible if a student misses some information which has been displayed on the Notice Board.
4. Students are required to attend all prescribed lectures (as per time table), complete all assignments, attempt all prescribed examinations and submit assignments set by their tutors. Failure to adhere to these guidelines/deadlines may render the student liable to certain penalties, such as re-sits, which may in turn affect the student's duration of studies, fees, completion, etc. Where necessary, UKBA will be informed.
5. Students must inform the college of any change to their contact details during their study period with college. Where necessary, UKBA will be informed.
6. College reserves the right to inform UKBA about the student's academic performance at any time of the year, if found to be affecting successful completion of the course, which is mandatory.
7. Students are not encouraged to change courses. If this situation arises, UKBA will be informed.
8. College reserves the right to alter dates, fees and any particulars in the prospectus/website without prior notice, if the situation warrants.
9. College accepts no legal liability in the case of accidents, illness, loss of or damage to personal effects and mail. Students will be asked to pay for any damage they cause to the premises and/or property of the college or their accommodation arranged by the college. College will take necessary legal action to recover the necessary sum of monies.
10. College reserves the right to expel any students for improper conduct, unexplained absenteeism, poor performance or any conduct that interferes with the well-being of other students, staff or the reputation of the College as well as any breach to student visa requirements imposed by the UKBA. UKBA will be informed.
11. It is the student's responsibility to apply and register with the relevant Academic or Professional bodies (where applicable) and to enter for any external examinations by payment of appropriate examination fees. College only will provide appropriate tuition.

12. Overseas students must enrol on fulltime courses covering a minimum of 15 hours (per academic week) daytime, contact teaching. Attendance is compulsory as per timetable. They must also comply with all other immigration regulations and laws.
 - 12.a) All assigned academic tasks must be completed as prescribed.
 - 12.b) Academic performance must remain at high standard at all times, and failures may be reported to UKBA if found to be affecting the successful completion of the course.
13. Students must agree to abide by the **Terms & Conditions** and **Fees policy**. This information is updated from time to time and is available on request or at college's website.
14. Tuition fees are only refundable under the conditions stated in the **Refund policy**.
15. Course fees may be paid by instalments at the discretion of college. There will be a charge for the facility. Instalment plans must be met as per agreement. Any breach may lead to severe penalties and termination of studies from the college. If this situation arises, UKBA will be notified.
16. Appropriate terms and conditions and regulations of qualification awarding bodies will apply in addition to the above.
17. By accepting an admission offer from the college by payment of fees and obtaining the Confirmation of Acceptance of Studies (CAS) is the clear indication of student's agreement to College Terms and Conditions and consent to abide to same.