

# **Christ the Redeemer College**

## **Terms and Conditions**

### **Entry requirements**

Applicants who do not have a qualification in English language are asked to take a Cambridge Proficiency test and achieve a level B2.

### **Disclosure of criminal convictions**

As part of the admissions and enrolment process you are required to disclose any unspent criminal convictions.

You must also inform the College of any changes to these circumstances should they occur.

### **Your offer**

Your offer of a place is made on the basis that the information supplied in your application papers are true and complete, and that you hold the qualifications that you claim to hold. You will be asked when you apply to produce original certificates of the qualifications you hold.

Where there are conditions specified in your offer letter your place on a course will be subject to you meeting these conditions.

### **Your right to cancel**

Christ the Redeemer College will confirm your offer of a place in writing. This letter of confirmation forms a legal contract between you and the College based on the terms and conditions set out here and in your offer letter. If you do not meet the conditions required or do not comply with the terms and conditions set, the College may end this contract.

You have the right to cancel this within 14 days and you do not need to give a reason. This cancellation period will expire 14 days following receipt of your acceptance of an offer of a place on a programme of study at Christ the Redeemer College.

You will be reimbursed any payments made for the course prior to the cancellation apart from the application fee. If you have commenced your studies within the 14-day cancellation period, you will be charged an amount proportionate to the services received prior to the communication of your intention to cancel.

### **Course changes and closures**

Should there be any changes to the course, including modules not being taught due to any reason, or the course being closed you will be informed as early as possible and where possible offered a place on another programme. (See policy on course changes and closures)

### **Student support**

You are advised to discuss at your interview any support needs or disabilities which may affect your ability to study on the programme you have chosen. Christ the Redeemer

College will make every effort to accommodate you and will make it clear where this is or is not possible.

### **International**

Christ the Redeemer College does not take any international students who require a visa to study in the UK.

### **Payment of fees and charges**

Your offer letter will state the tuition fees due for the programme you have chosen, along with any additional fees that may be required during your course. This offer letter will also include the payment schedule for your programme in line with your chosen payment method whether you have decided to pay via Student Finance, are self-financing or sponsored.

Your tuition fees are set at the start of your programme of study and these will stay the same for the duration of your programme.

### **Books and Library facilities**

You will need to research and read for each module of your chosen your subject. Your Programme Handbook found on the website outlines each module and has some recommended texts. Students are recommended to purchase key texts which can be sourced new or second hand online. In addition, Christ the Redeemer College has a small library which will have copies of key texts.

Books may be borrowed for a set period and a charge will be levied for items returned late. The current costs are 10p per day. If books are lost or damaged, you will be liable for the replacement costs.

Students on the validated programme can become a community member of Roehampton library free of charge and for an annual fee payable to the university can also borrow books.

### **Printing and photocopying**

Students may request photocopies using the College photocopier for which a small fee is payable.

### **Binding assignments and dissertations**

You will be required to bind and present dissertations. You will be responsible for finding and paying a suitable external provider of this service.

### **Graduation fees**

Fees are payable for the hire of graduation gowns, photographs and refreshments for yourself and guests at graduation.

### **Intellectual property**

You will own the intellectual property created whilst you are a student at Christ the Redeemer College.

**Accommodation**

Christ the Redeemer College does not offer student accommodation. With your offer letter you will receive an information pack of local agencies who may have accommodation for rent.

**Validated programmes**

The degree programmes which are validated by Roehampton University and Newman University have been approved by the university which will issue successful applicants with their final award. However, it is the responsibility of Christ the Redeemer College to recruit students and deliver the programmes. Christ the Redeemer College provides students with academic tuition, support and pastoral care during their studies. The validation agreement sets out the responsibilities of both the university and the college and students may view it on request.