



Important Enrolment Information

General Notes

- We ask for payment of fees and charges on or before the course start date. All applications require a non-refundable deposit of £750 to secure a place on the course of your choice.
- All charges are guaranteed against any increase for the courses starting prior to January 2018.
- You may cancel a course up to 28 days prior to the start date. (Where an enrolment occurs less than 28 days before the start of the course, cancellation may only be made within 3 working days of the enrolment date). Thereafter, cancellation will entail payment of 50% of the full course fee. Courses may not be cancelled once started.
- For issuance of CAS, full first year fees are required in advance. In the event of a confirmed visa refusal, fees will be refunded on condition that factual and complete information was given to Hove College at the time of CAS generation. In addition we cannot refund if a visa rejection was due to incorrect living expense provision. If the course has started there will be a deduction of relevant tuition fees.

Accommodation & Living Expenses

- Fees and charges for accommodation should be paid on receipt of invoice.
- If accommodation is cancelled or postponed more than 2 weeks before the starting date, there is a charge of the accommodation finding fee of £45.
- If accommodation is cancelled or postponed less than 2 weeks before the starting date, there is a charge for the accommodation finding fee and one week's accommodation.
- If homestay accommodation is cancelled after a student has arrived at the accommodation, 2 week's notice must be given, or 2 week's accommodation charge paid. If a student requests to change accommodation an additional accommodation finding fee may be charged. If a student decides to leave accommodation the school has arranged and wants money he or she has paid to the school refunded, this will be possible for those weeks remaining so long as at least 2 week's notice is given.
- If a student cancels a student house, fees will not be refunded unless a replacement booking is found.

Professional and Career Development Loans

Professional and Career Development Loans are bank loans that can be used to help pay for work related learning. You can borrow between £300 and £10,000 to help support the cost of up to two years of learning (or three years if it includes one year's relevant unpaid practical work). The Young People's Learning Agency will pay the interest on the loan while you are learning and for one month afterwards. The loan can be used to pay course fees or other costs such as travel and living expenses. You can also use the loan to supplement other forms of support such as grants or bursaries. Because the Professional and Career Development Loan is a commercial loan product, they should only be considered as an option once all other student funding options have been investigated. For further information on financial assistance to support your learning, please visit www.direct.gov.uk/adultlearning or contact Careers advice on 0800 100 900. Our learning provider registration number is 1799.

Full terms and conditions of enrolment, payments and cancellations are set out in our prospectus. For a copy simply contact us at the address below.

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Registered in England 06482027. Please note: The college reserves the right to revise fee levels as necessary, providing reasonable advance notice where possible.