

## Queen Mary University of London Summer School

### Terms and Conditions

These terms and conditions apply to students who are accepted onto a discrete three or six week course as part of the QMUL Summer School.

#### Our agreement with you

When we accept you onto our Summer School, we will send a written offer of a place on a specific course. Our letter of acceptance, together with these terms and conditions, comprises a formal offer to you. By accepting our offer, you are therefore entering into a legally binding agreement with QMUL under these terms and conditions.

You must pay the tuition fee in full within 10 working days of your acceptance of our offer in order to guarantee your place on your chosen course(s). Tuition fee payment received after 10 working days of acceptance may result in the withdrawal of your offer if there are no further places available on your chosen course. We may withdraw our offer if you do not pay the tuition fee in full within this deadline.

#### Your right to cancel

You have the right to withdraw from this agreement and cancel your acceptance of our offer. We will refund in full any tuition fees you have already paid to us, so long as you let us know your decision in writing within 14 days from the date that your offer is made – these 14 days are called the cancellation period.

After the 14-day cancellation period mentioned above has passed, the following cancellation policy applies:

- For cancellations received before 24 May 2024, students will receive a full refund of the course and housing fees.
- From 25 May 2024 up until and including 05 June 2024, 50% of the course fees will be refunded. Housing is non-refundable if you withdraw after 24 May 2024.
- For cancellations received after 5 June 2024, no refund will be made for course fees.

If a sponsor is paying your fees and you have to withdraw, your sponsor may nominate another person to take your place. We will assess this person's application against our normal entry requirements. You will be bound by these terms and conditions until we have offered, and the other person has accepted, what would have been your place on a course and/or in housing.

## Rules and regulations

By entering into this agreement, you agree to comply with [QMUL's rules and regulations](#). These cover, among other things, admissions and the admission of students under the age of 18, payment of fees, attendance at classes, submission of work, attendance at examinations, student discipline, complaints procedures, and freedom of speech and equal opportunities policies. Please read our rules and regulations before you accept our offer to ensure you understand the commitment you are making.

Please note that you will be subject to [QMUL's Code of Student Discipline](#) and that unacceptable conduct may result in immediate exclusion from the programme with no refund. If you have any questions about our rules and regulations, we recommend that you check our [Student Guide](#) or [contact the Summer School team](#).

## Course requirements and changes

Full details of QMUL's Summer School courses are published online. We will aim to deliver your course so that it closely matches how we described it to you when you accepted our offer. Once we have made you an offer of a place on a Summer School course we will only suspend or withdraw that course in exceptional circumstances. These could include, for example, the departure of a key member of academic staff or unexpected circumstances that render essential teaching facilities unavailable. We may also suspend a course where the demand from applicants makes it unviable to run. If we have to suspend or withdraw a course for any reason, we will tell you at the earliest opportunity and make every effort to offer a suitable alternative or we will offer you a full refund for the course that you originally applied for.

## Course fees and payments

The course fee for the QMUL Summer School is £2415 per 3-week course or £4588 for a combination of two courses (excluding any discounts). Course fees cover the cost of teaching, provision of facilities and welcome and farewell activities. The course fee does not include travel, accommodation, subsistence, insurance or other costs that might arise prior to or during the length of the Summer School.

Payment should be made online via the QMUL E-shop via credit or debit card or by bank transfer **within 10 days of receipt of your offer**. If you choose to pay your fees by bank transfer, you should notify the Summer School Office and provide evidence of payment. We do not accept payment of fees in cash.

If we have a prior agreement with your home institution and they will be making this payment on your behalf, they will be invoiced ahead of your arrival to the Summer School.

All payments of fees must be made in pounds sterling and are inclusive of VAT and other taxes where applicable. Any currency conversion costs or other charges incurred in connection with the payment of fees are to be paid in addition to the fees. No deduction from the fees for such costs or charges may be made.

## Additional costs and living expenses

There may be additional costs for field trips or materials as part of your chosen Summer School course. Where there are additional costs these will be advertised on the specific module page on our website in advance.

Throughout your studies at QMUL you will need to cover the cost of your general living expenses, such as the cost of your accommodation, food etc. Our [Advice and Counselling Service](#) can offer you advice on planning a budget and managing your money.

## Housing

You are responsible for securing your own housing for the duration of your Summer School course(s). Should you wish to stay on QMUL's campus, you can indicate if you would like to reserve a room in your Summer School application form and instructions on how to make payment if a room is available will be provided to you.

If you wish to book accommodation at QMUL, please read the [QMUL's Residents Handbook](#) before booking your room and making payment via QMUL's E-shop.

The provision of QMUL accommodation will be subject to your agreement with the separate terms of conditions governing QMUL's Halls of Residence. The following conditions will also need to be met in relation to your eligibility for QMUL's accommodation:

- your application for the Summer School has been accepted and your tuition fees have been paid in full
- accommodation fees have been paid in full
- you have not withdrawn your acceptance of our offer or attendance on a Summer School course or otherwise brought this contract to an end in any way. You must pay your accommodation fees in full within 10 days of an offer of a room being made to you.

## Immigration compliance

In accordance with Home Office policy, students who are not nationals of countries in the European Economic Area (EEA) may be required to obtain a visa to enter the UK in order to study at QMUL. We make every effort to ensure that we only make offers to study at QMUL to students who we expect to be eligible for a student visa. However, we reserve the right to withdraw an offer of study where information becomes available to indicate that a student will not be in a position to obtain the appropriate student visa.

Detailed information about UK immigration policy is provided by [QMUL's Advice and Counselling Service](#).

## Complaints and appeals

We welcome your feedback and comments on our Summer School. If you have a concern regarding any aspect of your experience you may raise this by contacting the Summer School directly ([summerschool@qmul.ac.uk](mailto:summerschool@qmul.ac.uk)) or through the [Student Complaints Policy](#). If you wish to submit an

academic appeal, or appeal the outcome of a formal process, please see the guidance on submitting an appeal, as detailed in QMUL's [academic regulations](#).

### Data protection

Details of QMUL's policy for the collection and use of student data can be located as follows: <http://www.arcs.qmul.ac.uk/media/arcs/policyzone/Data-Protection-Policy-v03.0.pdf>

### Limitation of our Liability to You and others

Nothing in these Terms and Conditions will limit or exclude QMUL's liability for death or personal injury arising from our own negligence, or for fraud, or fraudulent misrepresentation.

Otherwise, QMUL's liability to you with respect to the provision of your Summer School course, the cancellation postponement, or amendment to your Summer School course, any negligence, any breach of these Terms and Conditions, or arising in any other way out of the subject matter of these Terms and Conditions, is limited to the total amount of tuition fees paid by you in respect of the programme.

For the purposes of the above paragraphs, 'QMUL's' includes QMUL officers, employees and agents, and relate to actions that may be enforced by QMUL officers, employees and agents. Otherwise, neither party intends that any of these Terms and Conditions will be enforceable by any third party.

QMUL accepts no liability for loss or damage to your property and shall not provide any insurance cover whatsoever to you unless otherwise stated.

### Legal jurisdiction

Your contract with QMUL and any dispute or claim arising out of it or in connection with it (including non-contractual disputes or claims) shall be governed by the laws of England and Wales and shall be subject to the exclusive jurisdiction of the English Courts.