

**APPLICANT:**

Mr Iyalla John Alamina
55 Ramsden Court
Milford Street
Huddersfield
HD1 3DY

2 December 2020

Student Number: **1273400**

UNCONDITIONAL OFFER LETTER

Dear Iyalla

Congratulations!

We are very pleased to confirm that you have now secured an unconditional offer to study with us for the course listed below.

Personal Information

Full Name (as stated on your Passport): **Iyalla John Alamina**
Passport Number: **10209967**

Course Information

Course Title: **PG Cert Higher Education PT**
Intake: **September 2020**
Year of Entry: **1**
Length of Study:
Course Start Date: **14 September 2020**
Course End Date: **25 September 2021**
Mode of Study: **Part time**
HECos Code(s):
ATAS Required: **N/A**
CAH3 Code(s):

Tuition Fees and Scholarship Information

First year tuition fee: **£**

First year scholarship awarded: **N/A**

First year tuition fees payable: **£0**

First payment instalment: **£0** to be paid by **30 September 2020**. This is usually met as part of the deposit condition. If your condition is to pay less than 50% or you incur any bank charges when making the payment, the remaining balance of the 50% must be paid by this date.

Second payment instalment: **£0** to be paid by **31 January 2021**

Sponsored Applicants

If your tuition fees are going to be paid by a recognised UKVI sponsor, such as your Government or employer, your sponsor will be invoiced for the tuition once you have enrolled.

Next Steps

Accept your place on the course as soon as possible via MyHud

What we will then do is:

Proceed to issuing your Confirmation of Acceptance for Studies (CAS) which you need to apply for your student visa. We will contact you by e-mail in the first instance to ensure we have the correct information. Please reply to this e-mail and as quickly as possible, as we cannot issue your CAS until you have responded.

Your CAS will then be issued, and the official CAS statement will be available to download from MyHud.

Please note that if you already hold a valid visa to study in the UK, please notify us as soon as possible, providing a copy of your current visa.

Contact Us

We are here to support you through your application journey. Please contact your dedicated admissions team if you have any queries at **IOTeam1@hud.ac.uk**

Congratulations again on your offer, and we look forward to you being part of the University of Huddersfield community.

Yours sincerely



Andrew Mandebura BSc (Hons) MBA CMgr FCMI
Director, International Development

International Office

University of Huddersfield
Queensgate
Huddersfield
HD1 3DH

✉ international.office@hud.ac.uk
🌐 www.hud.ac.uk/international
☎ 01484 472383





University of Huddersfield International Office

TERMS AND CONDITIONS

Original Documents

You are required to bring your original documents for the qualifications which are stated on your CAS statement, along with your passport and visa to enable you to enrol at the University.

Confirmation of Acceptance for Studies (CAS) Issuing Policy

As part of the admissions process, if you have previously studied in the UK, you are required to provide the full details of your UK immigration history, which includes any visa refusals.

There may be occasions whereby we need to contact the UKVI to obtain more information regarding your immigration history. If this is required, we will ask you to sign a consent form to confirm that you authorise the University to request this information. Failure to provide this consent will result in your application being withdrawn.

Depending on the outcome of your immigration history check, this may result in the University being unable to sponsor you for a Tier 4 student visa, and therefore unable to process your application further.

Failure to declare this information may result in a visa refusal.

At the CAS stage of the process, you will be asked to confirm whether all your details are correct. If there are any discrepancies in what you confirm as correct, which in turn results in a visa refusal, the University may be unable to issue any future CAS.

The full CAS issuing policy can be provided on request.

Fraudulent Documents & Payments

Please note that if a fraudulent document is provided or fraudulent payment has been made (including any attempts of fraudulent payments), your application will be withdrawn with immediate effect and you will not be eligible to apply to the University again in the future. If you are already a current student and carry out any fraudulent activity including but not limited to tuition fee payments, this will result in withdrawal from the University and curtailment of your visa, requiring you to return to your home country.

Duplicate Agent Applications

If you have applied through one of our contracted agents, and subsequently wish to change to a different agent, you will be asked to confirm this in writing to the International Office. Please also note that your original application will be withdrawn, and we will treat your new agent request as a new application.

Alternative Offers

After considering your application, we may feel that an alternative course choice is more suitable for you. Subsequently we will make a conditional offer as appropriate, and you will be notified that an alternative offer has been made. Please note that this may include being offered one of our pre-degree programmes, taught here on University campus. If we feel that you require a pre-degree programme, we will refer your application to Study Group, who will then contact you directly regarding a place on one of the courses here with us.

Discontinuation & Withdrawal of Courses

In the unfortunate event that a course that you have been offered a place for is discontinued, we will contact you to make you aware and to provide options for alternative courses.

Sponsored Students

If you declare that you are sponsored (for example by your government or employer) and have provided us with a financial guarantee to confirm that your sponsor is responsible for your tuition fees, we are then obliged to provide updates on your progress and attendance as outlined in the terms and conditions of your financial guarantee, including where appropriate details of any sanctions.

Tuition Fees

Full details of the tuition fees can be found at <https://www.hud.ac.uk/international/tuition-fees> (<https://www.hud.ac.uk/international/tuition-fees>)

Payment Options

The following payment options are available:

Credit/Debit Card

On-line: You can pay on-line via our secure website at <https://webpay.hud.ac.uk/internationaldeposits> (<https://webpay.hud.ac.uk/internationaldeposits>). You will be required to register as a new user and will need your student number and date of birth to set up your account.

Telephone: You can make the payment over the telephone by contacting our finance department on +44 1484 473618. You will need to quote your student number when making the payment.

Western Union

You can make your deposit payment through Western Union on-line at
<https://www.hud.ac.uk/international/how-to-pay-your-fees/>
(<https://www.hud.ac.uk/international/how-to-pay-your-fees/>)

Direct Credit/Bank Transfer

You can transfer your payment into the University bank account using the details below. You MUST ensure that you quote your student number and name when you make the payment, to ensure that we can allocate the money to your student account on receipt of the payment, and cause no delays.

Bank: **Lloyds TSB Bank Plc.**

Branch: **1 Westgate, Huddersfield, HD1 2DN**

Account Name: **The University of Huddersfield HEC**

Sort Code: **30-94-43**

Account Number: **01482770**

Swift Code: **LOYD GB 21026**

IBAN Code: **GB 46 LOYD 30944 301 482 770**

Please note that any bank charges incurred will be charged to you.

Deposits against Tuition Fees: Payments & Refunds Policy

You are required to pay a minimum deposit as outlined in your offer letter in order to fulfil the condition of your offer. The remaining balance MUST be paid as followed:

In full before or at enrolment

In two instalments into the University bank account, as outlined below.

Intake: September - First Instalment: 31 October. Second Instalment: 31 January

Intake: January - First Instalment: 31 January. Second Instalment: 30 April

Please note that the instalments stated above are the final payment deadlines, and you are expected to pay in good time before these final dates. Failure to pay your tuition fees will result in a block on your student account initially, which means that you will not have access to all the course materials and access of the library. Continued failure to pay will result in withdrawal from the course, and withdrawal of sponsorship of your visa as required.

Deposit amounts paid are detailed on the Confirmation of Acceptance for Studies (CAS) issued to enable them to apply for a visa. Where additional payments are received after a CAS has been issued, this will be noted on the UKVI Sponsor Management System. Please note however, that this can only be noted if you have not yet applied for your visa.

Exceptions to the deposit requirement only:

Applicants who are in receipt of financial sponsorship from an employer, government body or other organisation which meets the UKVI sponsor criteria, and you provide an acceptable financial guarantee confirming the sponsorship.

Applicants in receipt of US Government Loans (William D Ford programme) that are originated by the University.

Applicants who are progressing from another programme within the University.

Applicants applying through the NCUK centres in China.

Refunds Policy

The International Office will make the final decision on all refunds and are none negotiable.

In the event of a visa refusal, a full refund of any monies paid to the University will be provided. You must provide a copy of your visa refusal to the International Office in order for the refund process to commence.

In the case of a fraudulent document and/or fraudulent payment submitted, no refund will be given. Please refer to the fraudulent documents and payments section for further information regarding the consequences of fraudulent activity.

Significant overpayments (i.e. more than £5000 over the full tuition fees) will not be refunded until graduation.

Payments made by credit card will take 3 months to refund. Other payment methods, including bank transfers will be refunded as quickly as possible.

Refunds will only be made to the person or organisation that made the original payment. Any third party payment request must be authorised by the original payment maker.

Scholarships

Full details regarding the current scholarships available can be found at

<https://www.hud.ac.uk/international/scholarships/>

(<https://www.hud.ac.uk/international/scholarships/>)

Complaints Process

If you wish to make a complaint or query your admissions, please refer to the University Applicant Complaints and Appeals Policy at

<https://www.hud.ac.uk/media/policydocuments/Applicant-Complaints-and-Appeals-Policy.pdf> (<https://www.hud.ac.uk/media/policydocuments/Applicant-Complaints-and-Appeals-Policy.pdf>)

