

03 November 2021  
Raza Md Kashem Nahid

Dospara, Ward No-03  
Matlabganj, Dakshin Matlab  
Chandpur  
Bangladesh  
3640

**Conditional letter: Route - General Student**  
**Student name: Raza Md Kashem Nahid**  
**Nationality: Bangladeshi**  
**UKVI Sponsor Licence Number: DA8AR2CH7**

Dear Raza Md Kashem Nahid

I am pleased to confirm that you have a conditional offer of a place on a course at the University of Bedfordshire as follows:

**Course title: Master of Business Administration**  
**Course level: NQF 7**  
**HECoS code: 100078**  
**Start date: 24 January 2022**  
**Expected end date: 03 February 2023**  
**Course fee: £14,500**

**Campus: University Square Campus, Luton**  
**Mode of study: Full-Time**  
**Estimated living costs: £1,023 per month**  
**Representative code: AG0520**

**Student reference number: 1856100 (please quote this number when contacting us)**

**Conditions:**

- 1) Provide copies of your final, official year 12 results showing you have successfully passed with a minimum of 55% overall or equivalent OR provide copies of your final, official (3 years or more) Bachelor's Degree certificate or transcript/Consolidated Marks Sheet showing you have successfully passed with a minimum of 55% overall or equivalent.
- 2) Pass IELTS (UKVI approved) with overall score of 6.0 with a minimum of 5.5 in all bands OR pass recognised equivalent English test.
- 3) Provide passport copy showing the two pages of personal information.
- 4) Provide a personal statement, which satisfactorily demonstrates your intention to study your course at the University of Bedfordshire (compared to other universities) and the UK specifically, and how you intend to implement your newly acquired skills on the return to your home country.
- 5) Submit satisfactory Bank Statements/proof of funds, which fulfil the criteria for a Student visa application.
- 6) Provide copy of valid TB certificate.
- 7) Provide contact details of two referees (academic or employer).
- 8) If it is included with this offer letter, please complete and submit GDPR form.
- 9) Provide documents (e.g visas, CAS letters) regarding any time spent in the UK, if applicable. Offer subject to satisfactory UKVI compliance check.
- 10) Confirm if you have had any previous visa refusal to any country.
- 11) Pre-payment of a deposit of 65% of the above tuition fees is required in order to attend an online credibility interview with the University.
- 12) On successful completion of the credibility interview, we will request Bank Statements in order to check that they fulfil the requirements for a Student visa application.

Full-time Postgraduate and Undergraduate students will receive a special Vice Chancellor's Scholarship of £1,000. The Vice Chancellor's Scholarship will apply to the first year of study only.

You may also be entitled to a tuition fee discount of £500 on full payment of the published fee before or at registration.

Please note, you will be required to submit satisfactory Bank Statements, which fulfil the criteria for proof of funds for a Student visa application. We will also contact you to interview you and we will explain the process of UKVI's Credibility Interviews. Once we are fully satisfied that you are ready to apply for your visa we will issue your CAS.

Full terms and conditions of this offer can be found on pages 4 and 5 of this letter. However, please see some important points below.

By accepting this offer you agree to live close to the campus. We recommend no more than a 5 to 10 mile radius and we will check your address at registration and at intervals throughout your studies.

If you have any queries about this offer please do not hesitate to contact the International Admissions department. Please contact us as soon as you have met all of the conditions of your offer, sending the appropriate documentary evidence in one batch. Our contact details are printed above.

If you are required to submit copies of certificates or references please ensure that they are clearly marked with your name and student number. Once you have met the academic conditions, you will be required to pay a deposit of 65% of the tuition fees in order to attend an online credibility interview. On successful completion of this interview, we will request Bank Statements in order to check that they fulfil the requirements for a Student visa application. Once approved, we will issue your CAS (Confirmation of Acceptance for Studies). You will need this in order to apply for a Student Visa. You will be required to pay 65% of the tuition fee at or before registration. Further information regarding paying fees can be found at <https://www.beds.ac.uk/howtoapply/money/fees/payment> If you make a payment to the University please email the address above and [internationaldeposits@beds.ac.uk](mailto:internationaldeposits@beds.ac.uk) to confirm we have received your payment.

In order to complete registration, all students need to pay at least 65% of their full fees. If you have paid less than this before you arrive at the University, the balance of 65% must be paid when you register. The remaining 35% can also be paid when you register to complete full payment of your fees. Alternatively, having paid the 65% you may pay the remaining balance (35%) of tuition fees in five instalments. The agreement to pay in instalments must be made within 14 days of registration and a UK bank account must be set up in order to do this. The instalments will commence 2 months after the course start date and continue on a monthly basis thereafter. If you choose this second option, you may be required to pay an administration fee. For students studying our 2 year Masters courses, you can pay 65% to register in your first year and then pay the remaining 35% at the beginning of your second year either at or before registration. Please note, the Vice Chancellor's Scholarship will be deducted from the second year's outstanding tuition fees.

Please ensure that you quote your name, date of birth and student reference number above when paying money to the University and please allow two weeks for the fees to reach us. Please also send us a bank letter stating where the money that has paid the tuition fees has originated from including the full bank details and the payees name. You can pay tuition fees to the University by Bank Transfer or Bankers Draft favouring the University of Bedfordshire. The University's account details are as follows:

Bank Name:	HSBC
Address:	63 George Street, Luton, Bedfordshire, LU1 2AP, UK
Sort Code:	40-30-32
Account Name:	University of Bedfordshire
Account Number:	21425374
IBAN Code	GB20HBUK40303221425374
Swift Code	HBUKGB4144A

Please carefully check all your details on page 1 and keep this offer letter safe, as it is an important document. By accepting a University of Bedfordshire offer, you are agreeing to be bound by the University's rules and regulations including the Tuition Fee Policy (including the refund policy). Full terms and conditions of this offer can be found on pages 4 and 5 of this letter.

The arrangements for paying your fees, refunds and administrative charges applicable to you both before and after registration at the University are contained in the University's Tuition Fees Policy available at <https://www.beds.ac.uk/media/264440/tuition-fees-policy.pdf>. This is a very important document which forms part of the terms and conditions of your offer and you should read and understand this policy prior to accepting your place at the University. If you do not have access to this University web page, or you have any queries about this offer or our policy and how it applies to you, please send us a letter or email your team at the email address above. Refunds will only be given if you are refused a student visa. You should send a copy of your visa refusal documents quoting your student reference number to the address above.

Once you have met the conditions of the offer and paid your deposit, please email the address above and [internationaldeposits@beds.ac.uk](mailto:internationaldeposits@beds.ac.uk) to confirm we have received your payment. You will then be sent a CAS letter by email. Be sure to apply for your visa in plenty of time and use the visa guide we will send to you with your CAS. You can also find this on our website <https://www.beds.ac.uk/international/international-student-support/visas-and-immigration/tier4adult>. Once you have got your visa, you can book your accommodation and flights. We will email you pre-arrival information and you should be sure to arrive in time for your orientation, registration and induction sessions. These are available to all students.

The University offers accommodation in modern halls of residence. There are limited places so you are advised to apply as soon as possible. Details of accommodation can be found on the website: <https://www.beds.ac.uk/accommodation/>



Registered Office  
University Square Luton  
Bedfordshire LU1 3JU  
England

We want you to get the most out of your time with us, which is why the University has created a core programme of English language communication skills, which all international students must attend. We know how important it is, both during your time at University and in your career afterwards, to continually develop and enhance your intercultural communication skills. Please find information on our website <https://www.beds.ac.uk/languagecentre/communication/>.

If you have a disability or medical condition, which could affect your ability to undertake your chosen course, you are strongly advised to contact the Disability Advice Team (Tel +44 (0) 1582 743915, email [disability@beds.ac.uk](mailto:disability@beds.ac.uk)) at an early stage to discuss your needs. This will help to ensure that any particular issues are identified and you are aware of the likely sources of help.

The University is committed to the provision of high quality, fair and transparent admissions procedures for all our applicants. There may, however, be occasions when an applicant will wish to ask why their application has been rejected or believe that they have cause for a complaint or to make an appeal against the decision. The process for applicants to request feedback or to make an appeal against a decision is outlined within the Admissions Policy which can be found at <http://www.beds.ac.uk/howtoapply/admissions/admissions-principles-and-policy>

Please note that all contracts and agreements are governed by English law and are within the jurisdiction of the English courts. Please see full terms and conditions below. If you have any queries about your offer please do not hesitate to contact International Admissions.



Professor Judith Lamie

## TERMS AND CONDITIONS OF OFFER OF A PLACE

When you accept an offer of a place on the course at the University a legal contract is formed between you and the University on the basis of the following terms and conditions.

Your offer letter contains other important information which you should read carefully before accepting the offer.

1. a) Course Title will be included on page 1 of your offer letter  
b) Course Type - Undergraduate or Postgraduate included on page 1 of your offer letter  
c) The identity of the HE provider you are contracting with is the University of Bedfordshire the address of which is University Square, Luton, Bedfordshire UK LU1 3JU  
d) The University's telephone number is +44 (0)1234 400 400, the international office email address is [international@beds.ac.uk](mailto:international@beds.ac.uk) and your relevant admissions team email address is  
e) Mode of Study – Full Time  
f) The campus from which your course will be delivered or taught will be included on page 1 of your offer letter
2. You agree to observe the following University Regulations and Policies available at; <https://www.beds.ac.uk/agreement>
  - (a) Academic Regulations
  - (b) Student Code of Conduct and Disciplinary Policy
  - (c) The Tuition Fee Policy available
  - (d) Academic Discipline Policy
  - (e) Admissions Policy Taught Programmes
  - (f) Data Protection Policy
  - (g) Complaints Policy
  - (h) Where applicable, the Fitness to Practice Procedure
  - (i) Academic Appeals Policy and Procedure
  - (j) General Student Regulations
  - (k) Graduation Ceremonies Terms and Conditions
3. The tuition fee for the first year will be as stated on page 1 of your offer letter. The fee quoted is revised each academic year in accordance with the University's Tuition Fee Policy. The fees and extra costs may increase in future academic year. Unless otherwise stated the fee and any specified extra costs do not include any charges for residential accommodation, examination re-sits or retakes, extension to the designated period of study, or travelling expenses and other miscellaneous expenses which may be related to your course of study all of which you must pay for.
4. You are expected to regularly attend classes and attend all formal learning opportunities of the course or programme of study. The University expects students to conduct themselves in a manner that does not interfere with the proper functioning of the University, the activities of those who work or study at the University, and which will not damage the reputation of the University or its student body. Breaching the Students' Code of Conduct and Disciplinary Policy could lead to expulsion from the University and the termination of this contract.
5. You agree that if the University refunds you any monies, then such refunds are returned to the account from which the fees were remitted including where fees have been overpaid.
6. The University has a Complaints Policy which can be found at; <https://www.beds.ac.uk/agreement>
7. You may cancel the contract without penalty within 14 days. If you wish to withdraw after that date, you should contact the University admissions or email .
8. It may be necessary for the University to make changes, for example to programme content, course delivery and fees, due to legitimate staffing, financial, regulatory and academic reasons including (but not limited to) industrial action, lack of demand, departure of key personnel, change in government policy, withdrawal or reduction in funding, the requirements of the Quality Code of the Quality Assurance Agency or a change of law. The University will endeavour at all times to keep such changes to a minimum and to keep students informed appropriately.
9. If a course is not provided in whole or in part, the university will take such steps as are available to it to minimise the effect of any alteration or withdrawal. Such steps may include alterations to delivery of teaching or assessment, the offer of a place on an alternative course or the offer to transfer to another course at the university or elsewhere. You will be entitled to decline to accept the changes to the programme and withdraw but not to receive a refund for those parts of the programme that you have completed whether or not you have passed any assessment.

10. If you accept the offer any conditions attached to your offer must be met by the date given in your offer, or if a date is not specified, by the start of the registration period. Places may not be held after this date.

11. The University and bodies such as the Department for Education, Nursing and Midwifery Council and Health and Care Professions Council require applicants for certain programmes to provide information regarding their physical health. Applicants may also be required to undergo an occupation health check and to provide evidence of immunisation against certain diseases. Applicants will be notified in their offer if this is a requirement of the course they have been offered a place for. Further details of the Fitness to Practise policy are available at <https://www.beds.ac.uk/media/264369/fitness-to-practise.pdf>

12. In accordance with the University Regulations the University reserves the right to withdraw an offer of a place or terminate enrolment if it discovers subsequently that a candidate has given false information in their application or has omitted to declare information requested or has attempted to tamper with the original offer letter or email.

13. By accepting our offer you are indicating that you understand the conditions of the offer made to you and undertake responsibility for meeting these conditions. If there is any part of the offer that you do not understand, or do not know how to fulfil, you are advised to contact the relevant Admissions team as soon as possible,