

## **International Student Refund Policy**

Students who pay overseas fees and are applying for a full-time, on-campus course are required to pay a deposit of full first year fees in order to enrol at UWTSD. Applicants who require a Student Visa must pay the full first year fee, before the Confirmation of Acceptance of Studies (CAS) letter is issued.

The payment of fees is a confirmation that you have made your final decision to study at UWTSD and is therefore non-refundable in most cases. Refunds can only be issued in the circumstances below and will be handled on a case-by-case basis using the regulations stipulated below.

### **Refund of full fees (minus the standard administrative fee of £200):**

The refund of international fees will be considered in the following circumstances:

- An applicant requests a refund within 14 days of the payment being received by the University.
- The University is unable to provide the academic programme applied for, and the applicant does not want to take up a place on any alternative course offered.
- The University is unable to issue a Confirmation of Acceptance for Studies (CAS) due to unforeseen circumstances.
- Where a CAS is withdrawn by the University prior to a decision from the UKVI because it is not anticipated that the student will be able to arrive prior to the latest authorised start date.
- Where applicants have made a visa application within the agreed Admissions timeframe, but the visa decision has not been made before the latest authorised start date, or the visa decision was communicated too late for the student to reach the University before the latest authorised start date.
- Where a Student Visa is refused by the UKVI, but the decision is overturned by Administrative Review. Note that the full Administrative Review documentation must be sent to International Admissions before a refund can be authorised.
- A standard administrative fee of £200 will be deducted from all refunds to cover processing and bank charges, unless otherwise stated.

### **Partial Refund of the fees**

UWTSD will issue a partial refund as set out below. An administrative fee of £1500 will be retained by the University in the following circumstances:

- The Student Visa application is refused by the UKVI but for reasons not related to fraudulent activity or documentation.
- The Student Visa is granted but the applicant is refused entry upon arrival in the UK for reasons not related to fraudulent activity or documentation.
- The Student is unable to study due to medical reasons or family bereavement (evidence required)

### **No Refund of fees:**

- Where fraudulent activity, documentation, or non-disclosure of relevant information has been used at any point in the Admissions process.
- Students who have received their visa but subsequently breach visa conditions or whose visa is cancelled due to non-compliance with immigration regulations and/or change to UK visa status.

### **Additional Administrative Charges:**

- In cases where incorrect bank details or personal information are repeatedly provided by the applicant, resulting in failed or bounced refund transactions, the University reserves the right to apply an additional administrative fee of £50 per reprocessing instance to cover the cost of repeated handling and bank charges.