

## **Refund Policy for Overseas Students**

### **Tuition Fee Deposit:**

Overseas fee payers are required to pay a non-refundable tuition fee deposit of £2000 to secure a place on their chosen programme at St Mary's University (this is subject to meeting all other entry criteria as outlined on the offer made).

The following applicants are exempt from the tuition fee deposit:

- International students studying on a Study Abroad programme where the partner institution is responsible for fee payment
- International students who are receiving US Federal Aid (evidence must be provided)
- International students fully funded by a government body, the British Council or any international organisation, international company, university or a UK independent school (evidence must be provided)
- International fee payers who do not need a Tier 4 visa to study in the UK

### **Refund of Tuition Fee Deposit:**

The deposit is non-transferable and non-refundable except under the circumstances outlined below. Deposits will be offset against the first year tuition fee.

The criteria listed below are only applicable to students who have not yet enrolled for a programme with St Mary's University.

- An applicant requests the return of their deposit within 14 days of receipt of payment to St Mary's University under the Consumer Protection Regulations 2014.
- Conditional offer holders - for students who pay the deposit whilst holding a conditional offer and subsequently do not meet those conditions, a full refund will be made.
- Refunds will be made to students who have been refused a student visa, provided the reason for refusal is not due to a fraudulent application. Written evidence of the visa rejection is required before a refund will be approved.
- If the University cancels the programme for which the applicant has accepted an offer, then all fees paid will be refunded.

If a CAS has been issued then we will deduct a £50 administration fee from any refund (unless the programme is cancelled by the University.)

**Exceptional Circumstances:**

Refunds may be made in exceptional circumstances. For example a serious illness, a death in the immediate family, breach of contract on the part of the University, impact of natural disaster or civil disruption, or a significant change in financial circumstances. Documentary proof of such circumstances must be provided.

**Deposit due date:**

Please see your offer email for further information

**Refund Process:**

Requests for tuition fee deposits should be made by emailing [international\\_admissions@stmarys.ac.uk](mailto:international_admissions@stmarys.ac.uk), you will then be requested to provide evidence of payment and supporting documents.

- 1.1 Refunds are drawn in British Pound Sterling, (GBP) amounts over ten thousand pounds can take up to 30 working days to process.
- 1.2 St Mary's University is not able to refund any shortfalls due to exchange rate fluctuations, or offer compensation for any bank or other charges incurred
- 1.3 St Mary's University refund policy is that all credit or debit card refunds are issued back to the original credit or debit card (source) used when payments were made.
- 1.4 Refunds for domestic and international bank transfers are made via our domestic BACS or international payment mechanism. They will be made to the bank account used (where possible) and your local bank will make any exchange necessary from GBP. St Mary's University is not liable for any variance due to foreign exchange rate fluctuations.