

BCC TERMS AND CONDITIONS

Entry requirements

International applicants who do not have a qualification in English language are asked to take a Cambridge Proficiency test and achieve a level B2.

Disclosure of criminal convictions

As part of the admissions and enrolment process you are required to disclose any unspent criminal convictions.

You must also inform the College of any changes to these circumstances should they occur.

Your offer

Your offer of a place is made on the basis that the information supplied in your application papers are true and complete, and that you hold the qualifications that you claim to hold. You will be asked when you apply to produce original certificates of the qualifications you hold.

Where there are conditions specified in your offer letter your place on a course will be subject to you meeting these conditions.

Your right to cancel

Birmingham Christian College will confirm your offer of a place in writing. This letter of confirmation forms a legal contract between you and the College based on the terms and conditions set out here and in your offer letter. If you do not meet the conditions required or do not comply with the terms and conditions set, the College may end this contract.

You have the right to cancel this within 14 days and you do not need to give a reason. This cancellation period will expire 14 days following receipt of your acceptance of an offer of a place on a programme of study at Birmingham Christian College.

You will be reimbursed any payments made for the course prior to the cancellation apart from the application fee. If you have commenced your studies within the 14-day cancellation period, you will be charged an amount proportionate to the services received prior to the communication of your intention to cancel.

Course changes and closures

Should there be any changes to the course, including modules not being taught due to any reason, or the course being closed you will be informed as early as possible and where possible offered a place on another programme. (See our refund policy)

Student support

You are advised to discuss at your informal interview with the Academic Dean any support needs or disabilities which may affect your ability to study on the programme you have chosen. Birmingham Christian College will make every effort to accommodate you and will make it clear where this is or is not possible.

Payment of fees and charges

Your offer letter will state the tuition fees due for the programme you have chosen, along with any additional fees that may be required during your course. This offer letter will also include the payment schedule for your programme in line with your chosen payment method whether you have decided to pay via Student Finance, are self-financing or sponsored.

Your tuition fees are set at the start of your programme of study and these will stay the same for the duration of your programme.

International Students

All international students who require a Tier 4 visa to study in the UK, will need to make full payment or at least 50% of the tuition fee (after interview) before CAS may be issued.

Deposit prior to issue of CAS

To ensure that we are complying with our immigration laws, we must only assign a CAS to a student whom we reasonably believe will:

1. Meets the requirements of the student route for which the CAS was assigned; and
2. Ensure the student has been assessed to have all the necessary requirements for the visa application.
3. Comply with the conditions of their permission to stay in the UK

To be able to safeguard the student's financial ability for the programme, in addition to point b) above, 50% of the tuition fee must be paid and where a student requires accommodation, a deposit amount equivalent to a months' rent plus a full month's accommodation fee must be paid before a CAS may be issued.

Post CAS fees payment plan

We offer a payment plan for the remaining 50% of the tuition fees. Half of the remaining fees (25%) will be expected prior to enrolment and the remaining paid in 3 instalments within 4 months of the start of the programme. We offer payment plans for 2nd and 3rd year BA students where 50% of the academic year's fee must be paid at the beginning of the semester and the remaining amount paid by 3 instalments within 4 months.

The remaining accommodation fees can be paid on a monthly basis on the first day of every month.

Books and Library facilities

You will need to research and read for each module of your chosen subject. Your Programme Handbook found on the website outlines each module and has some recommended texts. Students are recommended to purchase key texts which can be sourced new or second hand online. In addition, Birmingham Christian College has both electronic and a small physical library which will have copies of key texts.

Books may be borrowed for a set period and a charge will be levied for items returned late. The current costs are 10p per day. If books are lost or damaged, you will be liable for the replacement costs.

Students on the validated programme can become a community member of University of Birmingham library free of charge and, for an annual fee payable to the university, can also borrow books.

Printing and photocopying

Students may request photocopies using the College photocopier for which a small fee is payable.

Binding assignments and dissertations

You will be required to bind and present dissertations. You will be responsible for finding and paying a suitable external provider of this service.

Graduation fees

Fees are payable for the hire of graduation gowns, photographs and refreshments for yourself and guests at graduation.

Intellectual property

You will own the intellectual property created whilst you are a student at Birmingham Christian College.

Accommodation

Birmingham Christian College has a limited number of student accommodations that can be offered to students studying face to face as part of their mode of study. With your offer letter you will receive an information pack of local agencies who may have accommodation for rent.

Validated programmes

The degree programmes which are validated by Newman University have been approved by the university which will issue successful applicants with their final award. However, it is the responsibility of Birmingham Christian College to recruit students and deliver the programmes. Birmingham Christian College provides students with academic tuition, support and pastoral care during their studies. The validation agreement sets out the responsibilities of both the university and the college and students may view it on request.