



Document title	Student Terms and Conditions (for Students on Oxford Brookes University programmes)
Oversight Committee	Executive Board
Policy lead (Staff member accountable)	Managing Director
Approved by	Executive Board
Approval date	December 2022
Date effective from	December 2022
Date of next review	December 2025
Version	V1.0

Related GBS policies
GBS Student Code of Conduct GBS Student Charter GBS Student Complaints Policy GBS-OBU Student Protection Plan GBS Equality and Diversity Policy GBS Support to Study Policy GBS Mental Health and Wellbeing Policy GBS Recruitment and Admissions Policy GBS Student Attendance Policy GBS Privacy Policy GBS Data Protection Policy GBS Tuition Fee and Refund Policy
External Reference Points

Accessed online at: <https://ico.org.uk>



1.2 "You" or "Your" or "the Student" means the person who been offered a place at the School and has completed and signed the form accompanying an offer letter (the "Acceptance of an Offer Form").

1.3 You can contact us using the following contact information:

- o By Letter: 891 Greenford Road, Greenford, London, UB6 OHE.
- o By Telephone: +44 (0)208 092 9440
- o By Email: enquiries@globalbanking.ac.uk
- o In Person: 891 Greenford Road, Greenford, London, UB6 OHE.

The School is regulated by the [Office for Students](http://www.officeforstudents.org.uk) ("OfS"). The OfS can be contacted at info@officeforstudents.org.uk.

2.

2.1 To help you understand the terminology used by the School outside of these Terms and Conditions, we have provided some more information below:

- o Admission occurs when you accept the offer of a place in accordance with clause 4 and entitles you to enrol as a student at the School if you have met all entry requirements and conditions as described in clause 5.
- o You will have "enrolled" with the School when you have fulfilled any conditions of your accepted offer (please see clause below for further information), submitted a completed Acceptance of Offer Form by no later than the published date of induction and attended induction for the academic year specified in your Offer Letter.
- o Re-enrolment occurs annually and involves enrolled students confirming the continuation of their studies at the School before a published deadline. Please see clause 6 for more detail.

3.

3.1 The School is committed to working together to build a learning community founded on equality of opportunity – a learning community which celebrates the rich diversity of our student and staff populations and one in which discriminatory behaviour is challenged and not tolerated within our community. The School's Equality and Diversity Policy provides details.

3.2 The School will do all that is reasonable to ensure that our culture, policies and procedures are made accessible to students who have disabilities and to comply with our legal and moral responsibilities under equality legislation in order to accommodate the needs of applicants and students who have disabilities for which, after reasonable adjustments, we can cater adequately. All and any reasonable adjustments you require both as a student of the School and whilst you are enrolled at the University will be facilitated and implemented by the School.

4.

4.1 We will send you an offer letter setting out details of our offer of a place on a specified course (the " ") to study with us (the " "). In addition to the Offer Letter, information about your Course will be set out in the programme specification for that Course available on our website (<http://globalbanking.ac.uk/courses>) or in our hard copy prospectuses.

4.2 The Offer Letter will also provide you with important information about the contract between us and will confirm when and how the contract between us is formed and when it will become legally



info@globalbanking.ac.uk
www.globalbanking.ac.uk

binding. In accepting an offer, you confirm that you have provided accurate details of your highest formal qualification(s) and all relevant previous study on your application form.

4.3 To accept the offer, you will need to follow the instructions set out in the Offer Letter.



info@globalbanking.ac.uk
www.globalbanking.ac.uk



- In response to minimum enrolment numbers not being attained / fall in enrolment numbers
- In light of the withdrawal or amendment of any relevant approval or accreditation
- To reflect changes made by a placement provider and/or withdrawal of a placement by a placement provider
- To reflect changes made by a provider/institutional partner
- To make changes that are required to meet applicable governmental guidance or regulations, including, without limitation, as a result of pandemic or endemic restrictions
- For any other valid reason.

We may need to make changes to the Contract (including to the Course or to our other services or facilities) from time to time to help us comply with and respond to temporary or longer-term government guidelines, regulations or restrictions (or related health and safety requirements) as a result of the ongoing COVID-19 pandemic.



info@globalbanking.ac.uk
www.globalbanking.ac.uk



info@globalbanking.ac.uk
www.globalbanking.ac.uk

9.2 The table below provides details about whenout



info@globalbanking.ac.uk
www.globalbanking.ac.uk

o



- o In the event of any termination of your enrolment at the School, your enrolment at the University will automatically terminate.
- 9.5 For the avoidance of doubt, where you assert that we are in breach of our obligations under this Contract (including in respect of suspension or termination of the Contract by us), we will consider your assertion under the relevant procedure (for example, as relevant, the student complaints procedure where a complaint is made or the student disciplinary procedure where a valid appeal is made).
- 9.6 Any action we take under this termination and the suspension clause, will not restrict our ability to take any other action against you which we may have the right to take from time to time (e.g., internal disciplinary procedures against you).
- 10.
- 10.1 Concerns & Complaints: The School welcomes feedback from prospective students and will engage with them on an informal and formal basis in accordance with its policies and procedures.



info@globalbanking.ac.uk
www.globalbanking.ac.uk



also be entitled to an appropriate refund of the Fees you have paid. Refunds of fees will be given to students in accordance with the University's refund policy.

13.

13.1 If we do not comply with this Contract, we are responsible for loss or damage you suffer that is a foreseeable result of our breach of this Contract, but we are not responsible for any loss or damage that is not foreseeable. Loss or damage is foreseeable if they were an obvious consequence of our breach or if they were contemplated by you and us at the time we entered into this Contract.

13.2 We cannot accept responsibility and we will not be liable to you for:

- any damage to your property (including to vehicles and bicycles parked on campus or at other parking locations as designated by us and to personal equipment such as mobiles, tablets and laptops) unless caused by our breach of this Contract.

13.3 We do not exclude or limit in any way our liability for:

- death or personal injury caused by our negligence;
-



info@globalbanking.ac.uk
www.globalbanking.ac.uk

Appendix 1

Cancellation Form

(The following provides a model cancellation form. You should only complete and return this form if you wish to cancel your place and withdraw from the contract within the 14-day Cancellation Period. Students may also cancel by speaking to the relevant Stu

Please return this form to finance@globalbanking.ac.uk:

Name:

Address:

Date of acceptance of place offer:

Signature

Date