Terms and Conditions for Tier 4 Deposit

1 Requirements
1.1 All students who require a Confirmation of Acceptance for Studies (CAS) to submit a Tier 4 visa application will be required to pay a deposit of £2000.
1.2 The only exceptions to this are students who are in receipt of a letter confirming the unconditional award of one of the following: Birkbeck scholarship/studentship; Commonwealth Shared Scholarship; Chevening Scholarship or a national government scholarship. In order to be excluded from the deposit requirement, the scholarship must cover the full cost of tuition. Students who are awarded less than the full cost of tuition must make a deposit payment.
1.3 The deposit must be made as a complete payment, partial payments are not permitted.
1.4 The deposit is part payment towards the cost of the tuition fee.
1.5 Where applicable a CAS will only be issued when this deposit has been confirmed as cleared in the College’s account.

2 Refunds
2.1 If the student requests to defer to the following academic year the deposit will not be refunded. It will be used to reserve their place for the next academic year. Students may only defer their place for one year, after which if the student fails to enrol the deposit is not refundable.
2.2 If a student withdraws from the course (or has studies terminated by the College), at any point after being issued a CAS, the £2,000 deposit paid for that academic year will not be refunded. Where there are exceptional circumstances beyond an applicant’s control, such as illness or bereavement of an immediate family member, an application for refund will be considered. An application for this type of refund must be supported by certified documents. Decisions are at the discretion of the Academic Registrar in consultation with the Director of Finance.
2.3 A refund may be issued should the student provide evidence that their visa has been refused. In cases of visa refusal based on a failed credibility interview, incorrect/invalid information or documentation provided by the student or their agent in support of their visa application, then no refund is payable;
2.4 If a student fails to meet their entry conditions for the course and the College decides to withdraw the offer of a place then a refund will be provided.
2.5 All refund requests must be submitted in writing within 30 days of the official start date of the course. They should be sent to isa@bbk.ac.uk with a subject title of ‘Deposit Refund Request’.