



	GBS Tuition Fee Refund and Compensation Policy
	V1.1
(Oversight Committee)	Finance and Resources Committee
Created by	Academic Registrar
	July 2023
	Dec 2024
<b>Changes made at the last</b>	Minor editorial changes (Dec 2024)
<b>Date</b>	Dec 2024
	Dec 2025

Related GBS policies
<ul style="list-style-type: none"> <li>GBS Student Charter</li> <li>GBS Student Code of Conduct</li> <li>GBS Student Complaints Policy and Procedure</li> <li>GBS Academic Appeals Policy</li> <li>GBS Student Protection Plan</li> <li>GBS Student Disciplinary Policy</li> <li>GBS Equality and Diversity Policy</li> <li>GBS Data Protection Policy</li> <li>Terms and Conditions of Contract between Student and Global Banking School</li> </ul>
External Reference Points



online at:

online at:

452.98 195.







or more students such that a refund of fees and/or compensation might be appropriate. This policy should therefore be read in conjunction with the GBS Student Protection Plan



5.2.1 GBS will only consider claims for refunds of tuition fees on the grounds listed below.

	Grounds for claim	Eligibility conditions	Refund entitlement
<b><i>If the Student withdraws from the programme</i></b>			

5.2.1.1 When a qualifying student withdraws

		date of withdrawal.	<p>whether the student is SLC-funded or self-funded or sponsored.</p> <p>Qualifying students follow the payment plan set out in 5.2 and refunds will be based accordingly.</p> <p>For example, if a qualifying student is funded by an SLC and withdraws after the start date of term 2, they may only be entitled to refunds for payments made over 50% of the annual tuition fees. If they withdraw after the start of term 3, they are not entitled to any refunds.</p>
<b><i>If GBS makes major changes to the Contract</i></b>			
5.2.1.5	When GBS makes changes to the Contract which are, in our reasonable opinion, considered <u>major changes</u> <sup>2</sup> .	If the School decides to make major changes to the programme which cause students a significant detriment, the latter may be entitled to an appropriate refund paid to GBS and to compensation.	Dependent on the relevant circumstances and subject to review and conclusion by GBS and the Compensation Panel.
<b><i>If GBS breaches the terms of its Contract</i></b>			

5.2.1.6 When the student no longer wishes to study with GBS where GBS has not complied with its contractual







meet (or provide GBS with satisfactory evidence that they have met) the relevant Minimum Entry Requirements, Conditions, Programme Requirements and Professional Suitability Requirements before the commencement of the Programme, or if the Student does not meet any continuing relevant the relevant Minimum Entry Requirements, Conditions, Programme Requirements and Professional Suitability Requirements at any time during the studies.

If GBS becomes aware that information which the Student (or someone on their behalf) has provided to GBS is untrue, inaccurate, incomplete and/or misleading and/or at any point becomes untrue, inaccurate, incomplete and/or misleading.

If the Student fails in a serious way to comply with their obligations under the Contract (including, for example, in respect of conduct or fitness to practice).





6.1.1





## **9. Monitoring and Review**

9.1 This policy may be amended by GBS at any time. Any issues related to the monitoring and review of this policy, please contact

## APPENDIX 1

### REFUND AND COMPENSATION REQUEST FORM

All details must be completed electronically and submitted to [feesincome@globalbanking.ac.uk](mailto:feesincome@globalbanking.ac.uk) with the corresponding Form indication below.

<b>Surname</b>		<b>Last date of attendance [DD/MM/YYYY]</b>	
<b>First Name</b>		<b>D.O.B [DD/MM/YYYY]</b>	
<b>Programme name and year</b>			
<b>Student Start Date</b>			





**DECLARATION BY STUDENT**

*I can confirm that everything provided for in this change of circumstances form is true to the best of my knowledge.  
I confirm that I have read and understood the 'GBS Tuition Fee Refund and Compensation Policy'*

.....

**Date: [DD/MM/YYYY]**

**Print name:** .....

**APPROVAL BY GBS STAFF**

*I/we agree to the change of circumstances form with effect from: .....  
and/or accept change as set out above.*

**Refund amount approved:** õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ

**Compensation amount approved:** õ õ õ õ õ õ õ õ õ õ õ õ õ õ Ò

**Staff name and title:** õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ

**Staff Signature:** õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ Ò

**Date:** õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ Ò