

Key Facts and Terms and Conditions for Students Accepting Course Offers (September 2024 Applications for Cardiff Metropolitan University Franchised Courses) (August 2023)

This document provides important information and terms and conditions related to the Course offer made to you by Gower College Swansea. Please ensure you have read and understood the following important Information:

Costs:

Tuition Fees and Student Loans

The tuition fees for the course are **£9000** per year (**full time**). By accepting this offer and enrolling on the course you are agreeing to pay this fee for each year of your course. UK students are able to apply for a tuition fee loan to cover tuition fees. (Please be aware that eligibility criteria applies for non UK citizens). For Welsh domiciled students please read the Gower College Swansea HE funding Guide before you apply for funding which is available [here](#).

Part time fees are **£2625**

The arrangements for student loans vary between regions:

For students domiciled in Wales please visit <https://www.studentfinancewales.co.uk/>

For students domiciled in England please visit <https://www.gov.uk/student-finance>.

For students domiciled in Scotland please visit <http://www.saas.gov.uk>.

For students domiciled in Northern Ireland please visit <http://www.studentfinancenir.co.uk>.

You will need to choose **Cardiff Metropolitan University** as the provider when you apply for your student loan and you will need to select the correct tuition fee (see above), regardless of where you reside. If you do not apply for a tuition fee loan and/or tuition fee grant you will be invoiced by the College for the full tuition fees. The College bursary, information below, is awarded by Gower College Swansea and does not reduce your tuition fee.

If You Need to Leave Your Course

You will be eligible for the tuition fee for all terms that you are registered with us. If you need to withdraw it's very important that you tell us straight away. Tuition fee payments are made by Student Finance in three instalments: 25% in term 1; 25% in term 2 and the remaining 50% in term 3. If you withdraw from your course part way through a term, you are liable for the fee for that term. No tuition fee loan will be paid by Student Finance after you have withdrawn.

Gower College Swansea Bursary

The College awards a Bursary in each year for all full time HE students studying on a programme which is franchised or validated from a Higher Education Institution (University). Criteria apply and further details are available [here](#).

Additional Course Costs

Some Courses will have additional course costs which you need to be aware of before you accept this offer. Information on the additional course costs is available below:

BA Education, ALN and Mental Health

The Qualification You Will Study and the Award

The award of the qualification will be made by Cardiff Metropolitan University.

Responsibilities of the College and University:

When you start on your course you will be required to enrol with both Gower College Swansea and Cardiff Metropolitan University.

Academic Policies including Appeals, Malpractice and Complaints (Cardiff Metropolitan University)

All academic policies are those of Cardiff Metropolitan University. The regulations for taught courses are available [here](#). Academic complaints and appeals procedures are available [here](#). Students are not able to make an academic appeal under Gower College Swansea policies as the award of the qualification and all relevant regulations are those of Cardiff Metropolitan University.

Teaching and Day to Day Responsibilities including Complaints and Non-Academic Appeals

Teaching and day to day responsibilities will be of Gower College Swansea, with the exception of any modules delivered at a Cardiff Metropolitan University campus. Complaints or appeals regarding issues related to non-academic matters will usually be dealt with under Gower College Swansea's Complaints Procedure which is available [here](#). If you remain dissatisfied, you may invoke the Cardiff Metropolitan University Student Complaints Policy which is available [here](#)

Code of Conduct and Student Disciplinary Procedures

When you enrol at the College and with Cardiff Metropolitan University you will be agreeing to abide by the codes of conduct of both institutions and may be subject to disciplinary action if you fail to do so. The Gower College Swansea Code of Conduct is available [here](#). The Cardiff Metropolitan University Student Code of Conduct is available [here](#). The Gower College Student Disciplinary Procedure is available [here](#). The Cardiff Metropolitan University Student Disciplinary Procedure is available [here](#).

Courses Subject to Validation

Courses advertised as Subject to Validation are required to go through the Cardiff Metropolitan University approval process before they can be delivered by Gower College Swansea. Although unlikely, it is possible that the course may not be approved for delivery. In this event the College will offer you an alternative course delivered by the College or work with you to find an alternative course with another provider. In some cases changes to Course Titles and Module Changes occur through validation, please see information below.

Course Title, Qualification Type or Module Changes

The College will inform you of any changes, or proposed changes, of course title, qualification or modules for the course you have applied for. If an applicant decides to withdraw their choice as a result of any changes which they were informed after the time at which their choice was made the College will work with you to find an alternative course with the College or another provider.

Course Cancellations

Whilst the College will make every effort to ensure the course you have applied for runs, all courses have a minimum number of enrolments required to be viable. If this is not reached Gower College Swansea or Cardiff Metropolitan University may make the decision to cancel the course. In this event the College will offer you an alternative course delivered by the College or work with you to find an alternative course with another provider.

Other Information:

Graduation

Attendance at any graduation events and ceremonies is optional. You are not required to attend in order to be awarded your qualification. You will be invited to attend both the Cardiff Metropolitan University and Gower College Swansea Graduation Ceremonies.

Academic Debt

If you have failed to pay your course tuition fees Gower College Swansea or Cardiff Metropolitan University may withhold your Award certificate until they are paid in full.