

Terms & Conditions

The Colchester Institute provides a payment platform called RCP (Recurring Card Payment) for Instalment Payment Plans. It uses your debit/credit card details NOT your bank details.

To use the Instalment Payment Plan, you agree to the following Terms & Conditions:

1. I agree to pay 40% or £500, whichever is lower, of the course fee at the time of enrolment.
2. I agree to set up the instalment payment plan on the day of enrolment.
3. I will provide valid card details (in line with the Colchester Institute GDPR & PCIDSS Policies) for the set-up of the payment plan.
4. I confirm that my details as provided on the Enrolment Form are accurate and agree for these to be used in the set-up of the Instalment Payment Plan.
5. I agree to ensure that all fees will be paid in full within 6 months of the start of the course, or if the course is less than 6 months in duration, by the planned end date of the course.
6. I understand that if I do not adhere to the payment schedule I may be referred to a Debt Collection Agency and incur additional charges.
7. I agree to update the Finance Office at the Colchester Institute with any changes to my payment card.
8. I understand that I should contact the Colchester Institutes Finance Department immediately should a payment fail.

Telephone: 01206 712628 or 01206 712728

Email: finance.dept@colchester.ac.uk

Signed _____ Print Name _____

Email address _____

Date _____