**Indian Students where Indian bank is paying fees directly to QUB**

The following payment options are available for the academic year 2022-23.

|  |  |
| --- | --- |
| **OPTIONS** | **NOTES** |
| Pay full fees at enrolment and registration | 25% is non-refundable\* Full payment can be made via World Pay, Flywire or direct bank transfer. |
| Payment Plan | Minimum 25% deposit payment at enrolment and registration (non-refundable\*) followed by 3 further payments (1 December, 31 January, 31 March). |

\*The non-refundable percentage of tuition fees will increase at various points during the academic year. For full details of the Payment Options detailed above and the Student Finance Framework 2022-23 please refer to [www.qub.ac.uk/study/feesandfinance](http://www.qub.ac.uk/study/feesandfinance)

**Payment Plan Eligibility**

This Payment Plan option is only available to **Indian students where their bank in India is paying their tuition fees directly into the Tuition Fee bank account of the University.**

In order to avail of the Payment Plan option, students must make a minimum 25% deposit payment at enrolment and registration. The ‘Request for Payment Plan’ Form, detailed in Appendix 1, must be completed and emailed to [directdebits@qub.ac.uk](mailto:directdebits@qub.ac.uk), with the subject ’Request for Payment Plan ‘. Please note that if the required 25% deposit and completed form are not received by 21st October 2022, students will not be able to avail of this option.

**Completing the Registration Wizard**

To complete your financial registration, by availing of the Payment Plan option, please follow the steps below:

In Step 10: Financial Registration:

Page 1: Financial Permission

For data protection purposes you will be asked if you wish to give us permission to discuss your tuition fee position with a third party. Please confirm your choice.

Page 2: Tuition Account Summary

You will be asked to accept liability for your outstanding tuition fees. The cost of your tuition fees for the academic year 2022-23, will be calculated based on the modules you are currently enrolled on. This will be subject to change if modules are subsequently added or dropped, in line with the terms of the University's Student Finance Framework 2022-23.

Page 3: Payment Summary

You will be asked to confirm how you intend to pay your tuition fees for the academic year 2022-23.

If you wish to avail of the Payment Plan option you will be required to

1. Pay a minimum 25% deposit, either by:

* Worldpay via the Registration Wizard, or
* Flywire or Direct Bank Transfer (See Appendix 2)

1. Commit to pay the balance of your tuition fees (no more than 75%) by selecting the ‘Payment by Direct Debit Instalment’ option.

Following completion of the Payment Plan page you must return to the Payment Summary Page. When the 25% deposit payment towards outstanding tuition fees has been paid and the 75% balance allocated to the Direct Debit Instalment option, please press the ‘**CONFIRM’** button to successfully complete your registration.

Please note that you must also complete Appendix 1 and email to [directdebits@qub.ac.uk](mailto:directdebits@qub.ac.uk) by 21st October 2022 to fully sign up to this payment option. **You are responsible for ensuring that your bank in India makes the payments on the dates specified in Appendix 1.**

**Appendix1**

**Payment Plan Application – Indian Students**

STUDENT NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

STUDENT NUMBER\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I confirm that I am an Indian Student and confirm my intention to pay my Tuition Fees (excludes charges) by means of Payment Plan. I understand that I will be required to make a minimum 25% deposit payment at Enrollment and Registration with a further 3 installment payments by the dates quoted below.

25% Deposit Required at Enrolment and Registration.

1st Payment Plan Instalment -Further 25% paid to University by 1st December 2022

2nd Payment Plan Instalment -Further 25% paid to University by 31st January 2023

3rd Payment Plan Instalment -Further 25% paid to University by 31st March 2023

*You should be aware that failure to pay any tuition fees and/or charges by the dates noted above will automatically lead to your suspension.*

Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please email completed Payment Plan Application to** [**directdebits@qub.ac.uk**](mailto:directdebits@qub.ac.uk) **with subject heading ‘Payment Plan Application’ by 21st October 2022.**

**Appendix 2**

**Payment by Bank Transfer**

|  |  |
| --- | --- |
| **If you wish to complete your registration immediately we recommend you pay your outstanding liability by either debit or credit card, by selecting the option on the previous page.**  **Bank Transfer**  To pay by bank transfer, please make your payment, **quoting your student number**, to the bank account below.  Please allow at least 5 working days from the date on which the transfer was made at your bank, for the transaction to be processed to your student account.   |  | | --- | | Bank Address : Ulster Bank Limited  91/93 University Road  Belfast  BT7 1NG  Sort Code : 98-01-55  Account Number : 30090175  Account Name : The Queen’s University of Belfast  Tuition Fee Account.  Swift Code: ULSBGB2B  IBAN No GB52 ULSB 9801 5530 0901 75 | |