



Faculty of Arts, Humanities and Social Sciences 2026 International Summer School TERMS AND CONDITIONS (Group Bookings)

These terms and conditions apply where an organiser is making a Summer School booking on behalf of a group of applicants / students.

In this document the terms “we”, “our”, “us” and “the University” refer to The Queen’s University of Belfast, and the terms “you” and “the Organiser” refer to the organiser making the booking. We will review and, if appropriate, update aspects of these terms and conditions annually. If the changes affect you directly, you will be notified.

Introduction

1. The following terms and conditions, together with the regulations and policies listed at Annex A, are referred to collectively as the “Terms”. The Terms provide you with information about the University’s policies and regulations. They also define our obligations to you and your obligations to us.
2. These Terms form part of the contract between you and the University (“the Contract”). Acceptance on to a Summer School is not confirmed (and the Contract formed) until full payment of the Summer School Fee is received by the University, at which point both parties become bound by these Terms. It is therefore important that you read these Terms carefully and make sure that you understand them before accepting an offer.
3. The University and the Organiser agree to abide by the Terms set out below and the policies set out at Annex A. The Organiser agrees to share these policies with participating students and inform them that they must comply with all procedures outlined therein.

Applications

4. The deadline for the submission of applications is Tuesday 31 March 2026. A Group application from an institution, agent or provider should be made by contacting the International Summer School in the first instance - summerschools@qub.ac.uk. Correspondence will be via email so please check your email account for responses regularly. Admission decisions are made in accordance with the Summer School admissions criteria and places are subject to availability; admission to the Summer School is based on a first come, first served basis.
5. After evaluation of each application we will send you the conditional invitations for the students who have been accepted onto the Summer School, following which you will be asked to pay the Summer School fee. Students will not be permitted to participate in the Summer School if payment is not made in full by the booking deadline. The University reserves the right to cancel a booking, for the group of students or for an individual student as appropriate, if payment is late.
6. The Summer School fee includes:
 - All tuition fees
 - Ensuite accommodation (bedding/towels and kitchen pack included)
 - Field trips including transport
 - Welcome and farewell meals
 - QUB hoodie and welcome pack
 - Certificate of participation
7. The University will offer a 10% discount for groups of 10 or more students. This discount is discretionary and we reserve the right to amend, alter, or withdraw this discount at any time.



Accommodation

You are required to comply with the following additional terms and conditions in relation to your accommodation:

8. Accommodation is included in the Summer School Fee and will be booked on your behalf. Students will be allocated an ensuite room in our BT9 Elms Village accommodation. Check in will be available from Saturday 13 June 2026 and check out will be by 10.00am on the day following the end of your programme (i.e. Saturday 4 July 2026 if staying for the full 3-week programme).

9. If you or any students require accommodation outside of these dates you should email accommodation@qub.ac.uk. Booking additional nights is subject to availability and is bookable directly with the Queen's accommodation team. Please note that you (and your students) may be required to move in or out of the Summer School accommodation on the official accommodation start and end dates, and that any booking for additional days is separate and extra to your booking with the Summer School.

10. When we provide accommodation to you and your students, you agree (and will ensure that the students agree) to abide by the rules and regulations of that residence. In particular, you must (and will ensure that each student shall) observe the regulations governing safety and security and do nothing to compromise your own or other residents' safety and security. You should also (and ensure that each student shall) behave courteously to other residents, staff and visitors at the accommodation. Please note that it is a requirement of the accommodation to leave the room in a clean and tidy state. If you (and any students) do not comply with these requirements, you (and such students) may be asked to leave the accommodation and we shall have no further obligation to provide you (or such students) with such accommodation.

Cancellation and Refunds - Organiser Cancellations

11. The organiser may terminate the agreement (for all or any individual student(s)) and withdraw from the Summer School by emailing summerschools@qub.ac.uk.

12. Refunds will be applied in accordance with the table below. The date of withdrawal is the date the University receives your cancellation in writing.

13. In exceptional circumstances and at the sole discretion of the University, a cancelled booking may be considered for a refund where a refund is not due. For such a refund to be made the organiser would be required to demonstrate, with supporting evidence, extenuating personal circumstances for the relevant student(s) (for example, illness or bereavement) which prohibit them from attending. A visa application refusal will not be considered an extenuating circumstance.

14. Cancellation Charges

Date of Withdrawal	Amount Refunded
Within 14 days of having accepted the offer and having made payment in full	We will refund all fees paid by you
More than 8 weeks prior to arrival	We will refund you the full amount less a £300 admin fee
8 – 5 Weeks prior to arrival	30% of full fee will be taken with remainder being refunded
4 – 1 Weeks prior to arrival	50% of full fee will be taken with remainder being refunded
Less than 7 days prior to arrival	Full payment will be charged



Summer School Cancellations

15. We may make changes to or cancel the Summer School (and accordingly this Contract) at any time immediately upon giving written notice to you if:

- a. there are not enough applicants enrolled and it is not commercially viable, in the reasonable opinion of the University, to run the Summer School; or
- b. there are other events or circumstances beyond the University's reasonable control which cause us to cancel the Summer School, including but not limited to any of the specific events listed at clause 23.

16. We will notify you of a cancellation or significant change, and the options which are available to you, by writing or e-mail, no later than twenty-one (21) calendar days before the commencement of the Summer School. If you have made a payment at the time of such cancellation, we will offer you an alternative course or refund in full the fees paid by you. Other than this, we will not accept liability for costs incurred by you or any third parties as a result of a Summer School being cancelled, changed or postponed.

We reserve the right to withdraw any offer that we have made, or terminate the agreement, if it becomes apparent that any application is inaccurate or incomplete.

17. Though the University makes every attempt to avoid any changes to our summer programme, we strongly suggest that you do not make (and advise students not to make) any travel arrangements or private accommodation bookings until you (and each student) receive confirmation to study at the Summer School. We also strongly advise you (and/or that you advise each student) to invest in a comprehensive travel insurance policy, to cover costs in the event of such a cancellation.

The Code of Student Conduct

18. Any student accepted to study on a Summer School course will be required to comply with the University's [Student Charter](#) and [Student Conduct Regulations](#). These regulations set out expectations for student behaviour and also the procedures used by the University in order to resolve matters when students' behaviour is unacceptable. If any student fails to comply with the regulations, or behaves in a threatening or aggressive manner, or in a way that adversely affects other students, the Summer School's employees or contractors, or which brings, or which may bring, the Summer School or the University into disrepute through such actions, such students may be subject to the University's disciplinary procedure and we reserve the right to remove them from the Summer School or exclude them from the Summer School's premises and/or, where appropriate, any accommodation provided to them.

Complaints

19. Any complaints about the Summer School programme should be made in writing and sent (via email) to summerschools@qub.ac.uk. Formal complaints will be dealt with in accordance with the University's [Complaints Procedures](#). The University aims to resolve any complaints you (or a student) may have as promptly, fairly and as amicably as possible.

Students with disabilities and/or long-term conditions

20. The University is committed to a policy of equal opportunity to Higher Education and we seek to ensure that students with disabilities and/or long-term conditions have equitable access to all aspects of Summer School life. We will, therefore, take all reasonable steps to ensure that all students can benefit from the full range of academic, cultural and social activities that are offered by the Summer School. Implementation of reasonable adjustments and provision of support is guided by the Special



Educational Needs and Disability (Northern Ireland) Order 2005, Section 75 of the Northern Ireland Act 1998 and other relevant legislation.

21. Our [Student Disability Policy](#) and Guidelines provide a comprehensive overview of the range of reasonable adjustments available and guidance on academic issues such as recording of lectures, retrospective marking and alternative forms of assessment. Further details on the range of services available can be obtained from our [website](#). If you have indicated on your application that any students in your group have a disability or medical condition, the Summer School team will forward a questionnaire to be completed by the student(s) to determine support requirements, and if required, suitable procedures will be put in place.

Insurance & Liability

22. The University shall have no responsibility or liability for loss or damage to your personal property or the property of any student, or any injury to you or any student (financial or otherwise), caused by another of our students or by any person who is not our employee or authorised representative. You may wish, therefore, to insure (and advise that students insure) any personal property.

23. The University will not be liable to you, in any manner whatsoever, for any failure or delay, or for the consequences of any failure or delay, in performance of any contract with you, if it is due to any event beyond our reasonable control including, but not limited to:

- a. Strikes, lockouts or other industrial action or disputes (whether involving our workforce or any other party);
- b. Acts of God;
- c. Pandemic, quarantine or widespread illness (whether affecting our staff and/or student body or otherwise);
- d. Governmental requisitioning, emergency planning or provision;
- e. War, protests, fire, flood, storm, tempest, explosion;
- f. An actual, suspected or threatened act of terrorism;
- g. Riot;
- h. Civil commotion;
- i. National emergencies;
- j. Breakdown of plant or machinery;
- k. Actions or defaults of placement providers; or
- l. Default of suppliers or sub-contractors.

Each of the provisions above is separate and severable. Accordingly, if any court or body or authority of competent jurisdiction finds any such provision to be illegal, unlawful, void or unenforceable this will not affect the remainder of those provisions which will continue in full force and effect. In all such incidences reasonable steps will be taken to minimise the disruption to our services and any adverse impact to you.

24. The University will only be liable to you for any direct loss or damage you suffer that is a reasonably foreseeable result of our breach of the Contract or if we fail to carry out our obligations under these Terms to a reasonable standard, but not to the extent that any such failure is attributable to your own fault or the fault of a third party that is not within our control. The University will not be liable for loss or damage which were not foreseeable. Losses are foreseeable if they were an obvious consequence of our breach of these terms and conditions or if they were contemplated by you and us at the time we entered into this agreement. In no event shall the University be liable for any indirect or consequential loss or damage howsoever caused.

25. The University's aggregate liability to you with respect to the provision of the Summer School, the cancellation, postponement, or amendment of the Summer School; any negligence; any breach of these Terms, or arising in any other way out of the subject-matter of these Terms, is limited to the amount of fees received from or on behalf of you in respect of the Summer School.



26. The University does not provide insurance for students. You are recommended to (and recommend that students) investigate appropriate insurance that covers personal possessions, medical and repatriation expenses (if you and/or students are not covered in the UK) and cancellation to cover any fees and travel costs.

27. If the performance by either the University or you of any obligations under this Agreement (except a payment obligation) is delayed or prevented by circumstances beyond either party's reasonable control, including but not limited to war, civil disturbance, riot, terrorism, natural disasters such as storms, floods, lightning, explosions, fires etc, that party will not be in breach of this Agreement because of that delay in or prevention of performance. However, if the delay in or prevention of performance is more than 3 months, the other party may terminate this Contract with immediate effect by giving written notice.

Personal Data

28. Any personal information provided by you (or your students) may be processed by us in accordance with the provisions of the UK General Data Protection Regulation, the Data Protection Act 2018 and our [Data Protection Policy](#).

29. Details of why we collect your personal data (and that of your students), how we collect this and what we do with your personal data (and that of your students), can be found in our [Privacy Notice](#). For more information in relation to processing or data sharing by the University, please email info.compliance@qub.ac.uk.

General

30. The Contract constitutes the entire agreement between the University and you in relation to its subject matter. If there is any inconsistency between these Terms and the other documents forming part of the Contract, the provisions of these Terms shall prevail. These Terms shall only be enforceable by the University and you.

31. You should visit our website regularly to review any amendments to the regulations and policies referred to in the Terms. We will take reasonable endeavours to draw your attention to any significant changes to regulations and policies.

32. Any failure or delay by us to exercise any right or remedy under the Contract, or by law, shall not constitute a waiver of that or any other right or remedy, nor shall it prevent or restrict any further exercise of that or any other right or remedy.

33. If any provision or part-provision of the Contract is held by any court or competent authority to be void or unenforceable, it shall be deemed modified to the minimum extent necessary to make it valid, legal and enforceable. If such modification is not possible, the relevant provision or part-provision shall be deemed deleted. Any such modification to or deletion of a provision or part-provision shall not affect the validity and enforceability of the rest of the Contract.

34. The Contract is personal to you; you are not permitted to transfer it or assign any of the rights and obligations under it, to a third party.

35. The Contract does not confer third party benefits for the purposes of the Contracts (Rights of Third Parties) Act 1999.

Law and Jurisdiction

36. These terms and conditions will be governed by and construed in accordance with Northern Irish law. The courts of Northern Ireland will have exclusive jurisdiction to deal with any dispute which has arisen or may arise out of or in connection with the Summer School.



Annex A: regulations and policies applying to students

1. [Short-Term Student Visa requirements](#) – please ensure all international students read and understand the guidance relating to visas.
2. [Data Protection Policy](#)– this policy sets out how the University holds and processes personal data.
3. [Information Security Policies](#) – these policies are intended to provide a framework for the use of the University's Information Technology resources.
4. [University Student Charter](#) – the Charter sets out what students can expect from the University, and what is expected of students in return.
5. [Student Conduct Regulations](#) – these regulations set out the conduct requirements of all students undertaking study at Queen's University Belfast.