



**Deposit Payment Form (Appendix 1)**

This form is for students who have accepted an **unconditional offer** of a place on a **one-year postgraduate taught course** who are **required** to make a **mandatory** deposit payment towards their tuition fees. The form may also be used by students who have accepted an **unconditional offer** of a place on a **postgraduate research course** who wish to make a **voluntary** payment towards their tuition fees. **Deposit payments must be received before a CAS is issued.**

Please complete all sections of this form and send, along with a copy of your offer letter, to the **email** address above. If you do not send this form with full details, we will not be able to provide a receipt.

You can enclose the receipt as proof of payment with your application for a student visa. If paying by Bank Transfer, you must tell your bank to quote your Student Application number, your full name, and 'Deposit Payment'.

Payment may be made by bank draft drawn on a UK bank, bank transfer, or credit card. If paying by bank draft, please attach this form to the draft.

Payment Method: (please tick box)

Bank Draft	<input type="checkbox"/>	Bank Transfer	<input type="checkbox"/>	Credit Card	<input type="checkbox"/>
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Family Name:

Given Name:

Date of Birth:  Nationality:

Course qualification: (please tick box)

MSc	<input type="checkbox"/>	MA	<input type="checkbox"/>	LLM	<input type="checkbox"/>	Graduate Diploma	<input type="checkbox"/>	MPhil	<input type="checkbox"/>	PhD	<input type="checkbox"/>
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Course Title:

**Student application number:**   
(Check your offer letter)

Address:

Email:

Amount of fees paid in advance (£): **(£2,500 minimum)**

Signed: ..... Date: .....

**Once the University has received your payment, a receipt will be sent to the email address given.**



## Student Finance

Student Guidance Centre  
Queen's University Belfast  
BELFAST  
BT7 1NN  
Northern Ireland  
United Kingdom  
Tel: +44 (0)28 9097 3223  
Fax: +44 (0)28 9097 2856  
www.qub.ac.uk  
[studentfinance@qub.ac.uk](mailto:studentfinance@qub.ac.uk)

### Tuition Fee Payment Methods

Applicants holding unconditional offers can make a Deposit Payment by one of the three following methods.

#### 1) Bank Transfer (TT)

##### Directly to Queen's University Bank Account

Please ensure when making a payment by this bank transfer method that:

1. Your Bank quotes your full name and application number, and
2. You complete and sign the **Deposit Payment Form** (Appendix 1) and return it to [studentfinance@qub.ac.uk](mailto:studentfinance@qub.ac.uk)

Bank Address: Ulster Bank Limited  
91/93 University Road  
Belfast  
BT7 1NG  
Northern Ireland  
United Kingdom

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

#### 2) Bank Draft

Please ensure when making payment by bank draft that you send the completed **Deposit Payment Form** (Appendix 1) to the following address along with your bank draft and a copy of your offer letter.

Address: Student Finance Office  
Student Guidance Centre  
Queen's University Belfast  
Belfast  
BT7 1NN  
Northern Ireland  
United Kingdom

#### 3) Credit Card

If you wish to make a payment by credit card, please call the Student Finance Office: +44 (0)28 9097 3223. You will be required to quote your student application number (please see your offer letter). Please note we do not accept American Express or Laser Cards.

If paying by credit card please complete and sign the completed **Deposit Payment Form** (Appendix 1) and return it to [studentfinance@qub.ac.uk](mailto:studentfinance@qub.ac.uk)