



# Term Dates & Fees

## Academic Year 2023-24

BROOKE HOUSE COLLEGE

[www.brookehousecollege.co.uk](http://www.brookehousecollege.co.uk)

### AUTUMN TERM 2023

Term begins	Sunday 10th September * <i>Football Academy see below for pre-season arrival information</i>
Half Term	Saturday 14th October – Sunday 22nd October
Term ends	Saturday 8th December

### SPRING TERM 2024

Term begins	Sunday 7th January
Half Term	Saturday 17th February – Sunday 25th February
Term ends	Saturday 23rd March

### SUMMER TERM 2024

Term begins	Sunday 14th April
Half Term	Saturday 25th May – Sunday 2nd June
Term ends	Saturday 22nd June

January start UFP Term Ends Saturday 10th August 2024

### ARRIVAL INFORMATION

Students should arrive from 12.00 midday on the Saturday & Sunday before term begins in September.  
For the Spring Term students should arrive from 12.00 midday on the Saturday & Sunday that term begins.  
For the Summer Term students should arrive from 12.00 midday on the Saturday & Sunday that term begins.  
**Important:** College accommodation does not open for arrivals earlier than 12.00 midday on the Saturday.

### DEPARTURE INFORMATION

For the end of Autumn & Spring terms students must depart by 14:00 latest on the Saturday when the College & Boarding Accommodation closes.

### END OF YEAR DEPARTURE INFORMATION

Intensive English Pre-Sessional, Key Stage 3, Year 10 (GCSE), Year 12 (AS) & September Start UFP students should leave by 13:00 on Saturday 22nd June, along with any students from Year 11 (GCSE) and Year 13 (A Level) who have finished their public examinations. After Friday 21st June, we expect students to leave within 24 hours of their final public examination. The College will close to students (except January Start UFP) on Saturday 29th June 2024 at 12 noon.

### PRE-SEASON INFORMATION

The Brooke House Football Academy Students have a Pre-Season Trip prior to the start of the Academic Year in September 2023. The Pre-Season registration takes place on Monday 4th and Tuesday 5th September 2023. Players must arrive on either Monday or Tuesday for registration. The Football Academy will provide detailed information regarding the Pre-Season Trip - Departure is Wednesday 6th September 2023.

**Important:** College Accommodation does not open for early Pre-Season arrivals.

## FEE INFORMATION

### ACADEMIC YEAR 2023-2024 FEES

#### College Enrolments

All Courses, Boarding Students	Full Fees £40,860.00 (3 Terms)	£13,620.00 per term
All Courses, Day Students	Full Fees £21,420.00 (3 Terms)	£7,140.00 per term

#### College Football Academy Enrolments

All Courses, Boarding Students	Full Fees £43,470.00 (3 Terms)	£14,490.00 per term
All Courses, Day Students	Full Fees £25,560.00 (3 Terms)	£8,520.00 per term

*Please note: For boarding students the fee is inclusive of accommodation, meals and tuition. Day students may partake of meals Monday to Friday.*

### ADDITIONAL FEES

Confirmation of Entry Enrolment Deposit (refundable at end of course)	£5,000.00
Admissions Administration Fee (non refundable)	£350.00

### PAYMENT OF FEES

#### Entry Point September 2023 - Full Academic Year Three Terms

	Due Date	Due Date	Due Date
<b>Option A</b>	<b>25 August 2023</b>		
Full Fee Payment	£40,860.00		
	£43,470.00 <i>Football Academy Fee</i>		
<b>Option B</b>	<b>25 August 2023</b>	<b>01 February 2024</b>	
Two instalments	£20,430.00	£20,430.00	
(half yearly)	£21,735.00 <i>Football Academy Fee</i>	£21,735.00 <i>Football Academy Fee</i>	
<b>Option C</b>	<b>25 August 2023</b>	<b>28 December 2023</b>	<b>3 April 2024</b>
Termly instalments	£13,620.00	£13,620.00	£13,620.00
	£14,490.00 <i>Football Academy Fee</i>	£14,490.00 <i>Football Academy Fee</i>	£14,490.00 <i>Football Academy Fee</i>

#### Entry Point January 2024 - Two Terms

	Due Date	Due Date
<b>Option A</b>	<b>28 December 2023</b>	
Full Fee Payment	£27,240.00	
	£28,980.00 <i>Football Academy Fee</i>	
<b>Option B</b>	<b>28 December 2023</b>	<b>3 April 2024</b>
Termly	£13,620.00	£13,620.00
	£14,490.00 <i>Football Academy Fee</i>	£14,490.00 <i>Football Academy Fee</i>

#### Entry Point January 2024: January start UFP course - Three Terms

	Due Date	Due Date
<b>January Start</b>	<b>28 December 2023</b>	<b>3 April 2024</b>
UFP Course (Jan-Aug)	£40,860.00 <i>Full Fee</i>	
Two instalments	£20,430.00	£20,430.00
<b>UFP Course +FA</b>	<b>28 December 2023</b>	<b>3 April 2024</b>
(Jan-Aug)	£43,470.00 <i>Full Fee</i>	
Two instalments	£21,735.00	£21,735.00

*Please note: For payment of DAY STUDENT FEES please contact [fees@brookehouse.com](mailto:fees@brookehouse.com) to discuss your payment options.*

Save where alternative provisions for the payment of interest are contained in a separate consumer credit agreement made between the Parents and the College, simple interest may be charged on a day-to-day basis on Fees which are unpaid. The rate of interest charged will be at the rate of 1% per week, accruing on a weekly basis which represents a genuine pre-estimate of the cost to the College of a default. The Parents shall also be liable to pay all costs, fees, disbursements and charges including legal fees and costs reasonably incurred by the College in the recovery of any unpaid Fees regardless of the value of the College's claim. The College reserves the right to pass on information and authorisation to a third party Debt Collection Agency, the details of any unpaid debts owed to the College, for their action to recover debt owed to the College.

## METHOD OF INVOICING

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College fee invoices will be sent to the Fee Payer by electronic communication. It is the responsibility of the Fee Payer to update the College if their contact details change. If an initial communication with the Fee Payer is not responded to in the event of late payment, the College management reserve the right to discuss outstanding payments with the student(s) affected.

## ACCEPTED METHODS OF PAYMENT

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All fees are due for payment in GBP. We regret we cannot accept payment in other currencies. To avoid possible losses caused by variation in the rate of exchange, cheques and transfers must be made in pounds sterling. Please note that the College will not be responsible for bank charges incurred in the transfer of fees. Where these are not paid at the time of issue they will be added to the next student account invoice.

1. By UK Bank Transfer or International Transfer to the following account\*:

**Virgin Money plc (Yorkshire Bank), 3 Eastgates, Leicester LE1 5YA, UK**

### UK PAYMENTS:

*Account Name:* **Brooke House College Limited**    *Account Number:* **29681762**    *Sort Code:* **05-05-60**

### INTERNATIONAL PAYMENTS:

*IBAN:* **GB42 YORK 050560 29681762**    *BIC:* **YORK GB21560**    *SWIFT:* **YORKGB22**

*\*A payment reference must be provided by the Fee Payer so that the College can identify funds on safe arrival into our account. The reference must be the student's full name written in English.*

2. By sterling cheque, please make cheques payable to Brooke House College.

3. By debit or credit card (International payments only):

Please register your customer details with our preferred partner 'Flywire' and follow the guide within the video below. Customer payments will be transferred to their customer account at Brooke House College with our pre-installed integration tools.

4. For UK students a standing order option may be available. Please contact the Chief Operating Officer to discuss payment via this method.

## REVIEW OF FEES

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Fees are normally reviewed annually during the Autumn Term for implementation the following September, but the Directors reserve the right to alter the fees as necessary to reflect changing circumstances, and will give as much notice as possible.

## NOTICE OF TERMINATION

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Please refer to Section 9 in the college's full Terms & Conditions.

## CANCELLATIONS

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Please refer to Section 9 in the college's full Terms & Conditions.

## BILLABLE EXPENSES

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These will be charged retrospectively with regular termly or half-yearly invoices and will include: Text books, examination fees, UCAS application fees, co-curricular excursions and activities, Football Academy tours and excursions, stationery, lost keys, extra tutorials, damages caused by students and extra cleaning that may be required to rooms vacated by students.

## TAXIS

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THE COLLEGE DOES NOT OPERATE A SYSTEM OF COMPLIMENTARY AIRPORT TRANSFERS FOR STUDENTS.

## ENROLMENT DEPOSIT

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The Enrolment Deposit cannot be used by the student to pay for personal expenses or cover shortfall in fees. The Enrolment Deposit cannot be refunded until the final account has been settled in full. Only once a student's account has been fully settled will any remaining deposit funds be returned to the student or Fee Payer, as applicable, within 42 days after the end of the student's course of studies. Advice will be sought from the Fee Payer as to the account details to be credited.

## INSURANCE

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Parents should ensure that adequate insurance is arranged to cover all the personal belongings of their child on their Household Effects Insurance or the College can arrange and the termly amount added to the bill (Please advise the Admission Office if you wish to 'opt in' for this insurance). Fee Payers should be aware that College fees do not include private medical insurance.

## POCKET MONEY

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The College regrets that it cannot extend credit or loan money to students. Pocket money can be given to a student **provided this is lodged with the College in advance**. It is not necessary for students to have their own bank account but if parents would like them to have an account, the College can assist using Lloyds Bank.



## BROOKE HOUSE COLLEGE ENGLAND

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