



## Refund Policy

<b>LAST REVIEW</b>	06/10/2023
<b>NEXT REVIEW</b>	06/10/2024
<b>VERSION NUMBER</b>	2.0
<b>LAST UPDATED BY</b>	Dr. Syed Ali Tarek

## **Williams College Ltd Tuition Refund Policy**

In compliance with Williams College Ltd regulations, our refund policy for tuition fees is outlined as follows:

### **Refund Policy for Overseas Students:**

1. Overseas students who have utilised the College's facilities to acquire a UK Short Term Study Visa or any relevant travel permit are not eligible for a refund.

### **Refund Policy for UK Residents:**

2. UK residents not subject to immigration controls may claim a refund for tuition fees paid, deducting administrative charges of £250.

### **Refund Policy for Students Requiring Short Stay Student Visas:**

3. Students needing a Short Stay Student Visa for UK entry can seek a tuition fee refund, less administrative charges of £250, under the following circumstances:

- a. No refund will be granted if the visa application refusal is due to non-submission of the listed UKVI-required documentation or withdrawal of funds previously declared in the Visa Letter statement.
- b. Tuition fees won't be refunded once a Visa Letter statement has been issued if the student decides not to pursue the visa application.
- c. In cases of proven document fraud by the applicant or their representative, tuition fees will not be refunded.
- d. Refunds won't be processed if students request a judicial review against the visa refusal until the review outcome.
- e. Third-party refunds require explicit authorisation from the applicant through a signed letter.
- f. The College reserves the right to conduct security checks on refund requests, including consulting the UK Border Agency.
- g. Refund processing may take up to four weeks upon receipt of required documents to ensure authenticity and prevent fraudulent requests.

Williams College Ltd is committed to fair practices and encourages accuracy in documentation to avoid complications in visa applications and refund processes. For inquiries or further assistance, please contact our admissions office.