



GUIDE TO TUITION FEES JANUARY 2010 STARTS INTERNATIONAL STUDENTS

INTRODUCTION

The letter you have received from RGU offering you a place at University confirms the cost of the first year of your course. The letter also tells you if you are due any scholarships or financial assistance.

Fees at RGU are non-negotiable and cover tuition and the cost of RGU facilities, including the libraries and computer access. The fees do not cover the cost of other expenses - for example, reference books, notebooks, stationery or other goods or services that you may use during your course.

PAYING YOUR FEES

Instalments

If you wish to pay by instalments, please ensure that:

- your fees are £500 or more for the academic year
- you have funds to pay each instalment on the date it

is due

You can pay by instalments in the following ways:

- by credit or debit card (where RGU collects payments from your card)
- by bank draft or bank transfer to RGU's bank account (where you pay RGU by or before the due date)

Paying in two instalments

(1) Before Enrolment	January 2010	50%
(2)	1 June 2010	50%

or

Paying in four instalments

(1) Before Enrolment	January 2010	40%
(2)	1 April 2010	20%
(3)	4 May 2010	20%
(4)	1 June 2010	20%

RGU's bank account details are:

Account Name:	The Robert Gordon University
Bank:	The Bank of Scotland 39 Albyn Place Aberdeen, AB10 1YN United Kingdom
Account Number:	06003836
Sort Code:	80-05-14
Swift No:	BOFSGB21353
Iban No:	GB08BOFS80051406003836

If you are paying your fees by bank transfer you must quote your student ID number as a reference. If you do not include your student ID we will not be able to identify your payment and this will delay your admission to RGU.

Please note that payments made by bank transfer may incur charges: students at RGU are liable for any such charges.

SPONSORSHIP

If your employer or another organisation is paying your fees, make sure that you send a Purchase Order or complete a confirmation of sponsorship form which can be downloaded from www.rgu.ac.uk/stud_finance/sponsorship

A Purchase Order must show:

- proof of payment of your fees
- the amount your sponsor is paying for you
- the full name and postal address that the invoice should be sent to.

You must send confirmation of sponsorship to the Student Finance Department at least two weeks prior to enrolment. Please email or fax your confirmation using the details below:

E: studentfinance@rgu.ac.uk
F: +44 1224 262490

RGU will send an invoice directly to your sponsor once you have enrolled.

Further information can be found on the Student Finance Department's web page at www.rgu.ac.uk/stud_finance

Alternatively, you can telephone the Student Finance Department **+44 1224 262664**, or email them at studentfinance@rgu.ac.uk