

# STANDARD TERMS AND CONDITIONS 2023

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## Payment

Payment in full must be made within 14 days of receipt of the offer letter to the relevant programme. Should payment not be made within this period, UWC Atlantic Experience reserves the right to cancel the applicant's booking.

All payments must be made in British Pounds sterling (GBP) and any transfer or exchange fees must be paid for by the payee.

All booking fees are calculated in British Pound Sterling (GBP), and will not be recalculated or modified in line with any fluctuation in the UK exchange rate or bank charges. Any applicable refunds are similarly calculated in GBP and are subject to the same conditions.

Additional fees apply for services including but not limited to unaccompanied minor flight schemes and changes to logistics arrangements for drop off and collection. Please see the individual course application forms for details of these fees.

## Cancellation

Fees payable are non-refundable. Refunds will only be given in the event of the course being cancelled by UWC Atlantic. Exceptional circumstances may be considered at the discretion of the College. An additional COVID refund policy applies (detailed below).

An exception will be made for cancellations relating to visa applications being denied, up until 31st May 2023. To be eligible for a refund you must inform the Atlantic Experience team as soon as possible, providing proof of the visa not being granted, such as an official visa refusal document, and by no later than 31st May 2023. After this date, a refund will not be issued.

UWC Atlantic Experience reserves the right to cancel the course up to 7 days before the start date due to unforeseen circumstances or if the numbers enrolled have not reached the minimum requirement. Whilst all efforts will be made to offer a suitable alternative course, if this is not practicable or is not deemed suitable, a full refund of the course fee will be offered. We strongly recommend you have adequate travel insurance to cover any other losses if travelling outside of the UK.

## COVID-19

Should we need to cancel the course entirely for any reason related to COVID-19, we will issue a full refund of monies paid in British Pound Sterling (GBP).

Should an international participant not be able to attend due to being infected with COVID-19 or legally required to self-isolate, we should be notified as soon as possible. Parents/guardians of the participant must claim on the Guard Me insurance the College has taken out within 28 days. The policy covers a refund of losses up to the value of £7,500 GBP. A valid doctor's certificate or test and trace confirmation is required. Please note the insurance does not cover any government-imposed travel restrictions, therefore any necessary travel insurance should be taken out by the participant.

Should a UK-resident participant not be able to attend due to being infected with COVID-19 or legally required to self-isolate, we should be notified as soon as possible. The course fee will not be refunded, therefore it is advised you have adequate cover to compensate for this eventuality.

If you are attending as a scholarship student, your place on the 2023 course will be offered to another applicant and will not be transferred to 2024.

### **PCR Testing for Return Flight**

If the participant is required to carry out an official PCR test to return home, the participant must arrange this independently to be carried out at the airport or via post in advance. UWC Atlantic Experience cannot support transporting students to testing centres during the programme and it is requested that students do not interrupt their participation in the programme to travel to test.

### **Self Isolating prior to arrival**

We will not be able to admit participants or team members coming from countries from which the UK has banned entry or require quarantine upon arrival. A list of these can be found [here](#). If however, you can demonstrate you are able to independently complete the self-isolation period in the UK before the start date of the course then you can attend the summer education programme.

### **Vaccine Requirements**

Vaccine requirements will be as per Welsh Government legislation at the time of the course. Current guidelines can be found on the [Welsh Government website](#).

### **Participant Withdrawal**

UWC Atlantic Experience reserves the right to withdraw any participant from a course if we deem their behaviour to be detrimental to the safe and smooth running of the course or if their behaviour brings the course into disrepute.

Any non-disclosure of a medical condition or any personal circumstances which require significant support or may otherwise affect the participant's ability to complete the course will result in the participant being withdrawn. Any associated costs of such support will be the liability of the participant.

Regulations made for the health, safety, welfare and comfort of course participants must be observed.

### **Personal Effects and Injury**

UWC Atlantic Experience cannot accept responsibility for any personal loss or damage to property or any injury sustained by participants. Course participants must take out travel insurance to cover accidents, injury and loss of personal belongings or cancellation.

### **Medical and Participant Consent**

All participants must have completed the relevant booking forms including all questions relating to health and safety.

### **Duty of Care**

Our duty of care begins when the participant arrives on UK soil and parents/guardians must ensure an airline or transport means is chosen that is able to provide the required guardianship for their child during their transfer to and from the UK. Any additional logistics required to safely and legally accompany a student to and from the UK is the sole responsibility of the parents/ guardians.

### **Media Consent**

Images may be taken of participants and used in future marketing. Should you wish to not have your image used, please notify UWC Atlantic Experience.

### **Data and Privacy**



**UWC Atlantic Experience (Atlantic College Enterprises Ltd)**

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Registered in England No. 07734369 Vat Reg. No. GB 123 4132 62

To view a copy of our privacy policy which explains how we retain and store your data and information provided please visit: [www.stdonats.com/privacy-policy](http://www.stdonats.com/privacy-policy)

### **Behaviour**

All participants will be expected to comply with [UWC Atlantic Code of Conduct](#)

### **Policies and Procedures**

To view our comprehensive suite of College policies including our safeguarding policy please visit: [www.atlanticcollege.org/college-policies](http://www.atlanticcollege.org/college-policies)



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