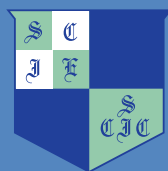


# SOUTH CHELSEA INTERNATIONAL COLLEGE PROSPECTUS





South Chelsea International College

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# INTRODUCTION



Founded in 1985, South Chelsea International College (SCIC) provides quality education at affordable prices to an international student population. We currently offer certificate- and diploma-level courses in the following subjects:

- Business Management – awarded by the Association of Business Executives (ABE)
- Travel, Tourism & Hospitality Management – awarded by the Association of Business Executives (ABE)
- I.T. (Computer Studies) – awarded by the Chartered Institute of I.T. (BCS)

The courses lead to professional qualifications that are equivalent to UK Bachelor's Degree. Depending on the subject and level chosen, these courses offer access to a Master's Degree or the final year of an Honours degree programme at universities in the UK and abroad.

SCIC also offers a full range of English courses (both Intensive and Semi-Intensive) according to the Zoni English System IEP curriculum.

#### **Why SCIC?**

- More than 25 years' experience in the field of higher education and English-language instruction
- Highly qualified and experienced teachers
- A unique teaching system and methodology with premier student service
- 18 hours of class per week (4.5 hours per day, 4 days per week)
- An international philosophy: students from all over the world

# WELCOME to South Chelsea International College

# COURSES

- Business Management
- IT (Computer Studies)
- Travel, Tourism and Hospitality Management
- English Language (EFL)



## ACCREDITATIONS



accredited college



- Tier-4 Highly Trusted Sponsor of the UK Border Agency (license number 5CGJC5NJ2).
- Awarded by the Chartered Institute for I.T. (BCS) and the Association of Business Executives (ABE).
- Accredited by the British Accreditation Council (BAC).
- Member of the Association of British Language Schools (ABLS).
- Reviewed for educational oversight by the Quality Assurance Agency for Higher Education (QAA) and received the following judgements:
  - The review team has confidence in South Chelsea International College management of its responsibilities for the standards of the awards it offers on behalf of its awarding organisations.
  - The review team has confidence that South Chelsea International College is fulfilling its responsibilities for managing and enhancing the quality of the intended learning opportunities it provides for students.
  - The review team concludes that reliance can be placed on the accuracy and completeness of the information that South Chelsea International College is responsible for publishing about itself and the programmes it delivers.

# BUSINESS MANAGEMENT

Awarded by the Association of Business Executives (ABE), a worldwide provider of education in Business and Travel & Tourism, the Business Management diploma is a practical, professional qualification that will help you further your education, find a job more easily or obtain that promotion you are seeking. Students who complete the Level 6 Diploma receive a qualification that is equivalent to a UK Bachelor's Degree.

**Here are just some of the benefits this programme offers:**

- Officially recognised for university entrance by more than 80 universities worldwide, and also accepted by many more, for entry onto the first, second or final year of study (depending on the QCF level of ABE qualification)
- High quality – SCIC is accredited by BAC and reviewed for quality assurance by QAA. ABE is recognised by Ofqual, the UK's regulatory authority, as well as equivalent bodies worldwide
- ABE is listed on the UK's Qualifications and Credit Framework (QCF) of regulated qualifications

Students who complete their Level 6 Diploma in Business Management are eligible to apply for either their MBA or the final year of a BA (Hons) Degree programme in Business Management via a one-year "top-up" course at a University.

**1 Year:** ABE Diploma in Business Management (Level 4)

**2 Years:** ABE Diploma in Business Management (Level 5)

**1 Year:** ABE Diploma in Business Management (Level 6)

## DIPLOMA ROUTE



# DIPLOMA ROUTE

## ABE LEVEL 4 DIPLOMA IN BUSINESS MANAGEMENT 1 YEAR

### COURSE SUBJECTS:

- Introduction to Business
- Introduction to Accounting
- Introduction to Quantitative Methods
- Introduction to Business Communications.

### ENTRY REQUIREMENTS:

Students must demonstrate competence in English Language to Level B1 of the Common European Framework of Reference (CEFR) and must be able to show evidence of having gained qualifications at level 3 of the Qualifications and Credit Framework (QCF) GCE, "A" level or equivalent.

This programme enables students to develop analytical skills and a deeper understanding of the business and management problems covered at Diploma level 4.

## ABE LEVEL 5 DIPLOMA IN BUSINESS MANAGEMENT 2 YEARS

### COURSE SUBJECTS:

6 Compulsory Units

- 1. Quantitative Methods for Business and Management
- 2. Human Resource Management
- 3. Financial Accounting
- 4. Organisational Behaviour
- 5. Marketing Policy, Planning and Communication
- 6. The Business Environment

Plus 2 Optional Units from:

- Principles of Business Law
- Managerial Accounting
- Managing the Customer Relationship
- Entrepreneurship and Business Development

On completion of the Higher diploma programme, students will be qualified to progress to either the ABE Graduate diploma, the third year of a BA Hons degree at a British University, further professional development or appropriate employment.

### ENTRY REQUIREMENTS:

ABE Certificate or Two 'A' level passes plus four GCSE passes at grade A-C, two of which must be English and Maths. or Overseas qualifications which, following University of London or NQF guidelines, may be accepted by ABE as being equivalent to the above.

## LEVEL 6 DIPLOMA IN BUSINESS MANAGEMENT 1 YEAR

### COURSE SUBJECTS:

3 Compulsory Units

- Corporate Strategy and Planning
- Managing in Organisations
- International Business Case Study

2 Optional Units from:

- Strategic Marketing Management
- Strategic Human Resource Management.
- Project Management
- Corporate Finance

The Graduate Diploma examination papers are set and marked at QCF level 6, equivalent to Final Year degree level of a UK Business Studies University degree programme.

### ENTRY REQUIREMENTS:

Either the ABE Diploma in Business Administration or a degree awarded by a recognised UK or Overseas University.



# I.T. - COMPUTER STUDIES

Awarded by the Chartered Institute for I.T. (BCS), the only Chartered Engineering Institution for I.T. professionals which can award an internationally recognised professional qualification, the I.T. Programme at SCIC offers awards at Certificate (level 4), Diploma (level 5) and Professional Graduate Diploma (level 6 ) levels. These are professional qualifications that will help you further your education, find a job more easily or obtain that promotion you are seeking. Students who complete the Level 6 Professional Graduate Diploma receive a qualification that is equivalent to a UK BA (Hons) Degree.

Here are just some of the benefits this programme offers:

- Officially recognised for university entrance at Universities across the UK and abroad
- High quality – SCIC is accredited by BAC and reviewed for quality assurance by QAA. BCS operates under a Royal Charter (Chartered IT Professional) and is recognised by Ofqual, the UK’s regulatory authority
- BCS is listed on the UK’s Qualifications and Credit Framework (QCF) of regulated qualifications

Students who complete the Professional Graduate Diploma in I.T. are eligible to apply for a post-graduate qualification at Universities both in the UK and overseas.

## PROFESSIONAL GRADUATE DIPLOMA ROUTE



# PROFESSIONAL GRADUATE DIPLOMA ROUTE

## BCS CERTIFICATE IN IT 1 YEAR

This is the foundation level of BCS Professional Examinations and is the academic equivalent to Year 1 of a UK university honours degree. It is recognised by the Qualifications and Curriculum Authority (QCA) as QCF level 4.

### COURSE SUBJECTS:

- Information Systems
- Software Development
- Computer and Network Technology

Success in these examinations qualifies the student to progress to either further study at diploma level, or appropriate employment. Completion of the Certificate in IT level means you are eligible to apply for BCS Associate Membership (AMBCS).

### ENTRY REQUIREMENTS:

Students must demonstrate competence in English Language to level B1 of the Common European Framework of Reference (CEFR) and must be able to show evidence of having gained qualifications at level 3 of the Qualifications and Credit Framework, GCE 'A' level or equivalent.

## BCS DIPLOMA IN IT 1 YEAR

This level is equivalent to the 2nd year of a UK University Honours Degree. It is recognised by the Qualifications and Curriculum Authority (QCA) as QCF level 5.

The diploma develops students understanding of Systems Analysis and Design, Software Engineering and Computer Systems for Businesses. Students are additionally offered an introduction to Java on this course.

### COURSE SUBJECTS:

- Professional Issues in Information Systems Practice
- Database Systems
- IT Project Management
- Individual Project
- Computer Networking
- Object-oriented Programming
- Systems Analysis and Design
- Principles of Internet Technologies
- IT Service Management
- Software Engineering
- Principles of User Interface Design

### ENTRY REQUIREMENTS:

On completion of the diploma programme, students will be well qualified to progress to either the BCS Graduate Diploma, the third year of a BA(Hons) degree at a British University, further professional development or appropriate employment. The BCS Diploma is equivalent to a Higher National Diploma (HND).

BCS Certificate in IT or an equivalent NQF/QCF level 4 qualification for which you have received an exemption.

# BCS PROFESSIONAL GRADUATE DIPLOMA IN IT 1 YEAR

This level is equivalent to the 3rd year of a UK University Honours Degree. It is recognised by the Qualifications and Curriculum Authority (QCA) as QCF level 6.

## COURSE SUBJECTS:

- Advanced Database Management Systems
- Management Information Systems
- Software Engineering 2
- Network Information Systems
- Computer Service Management
- Distributed and Parallel Systems
- Knowledge-based Systems
- Programming Paradigms
- IT and the Environment
- System Design Methods
- Web Engineering
- Realising New User Interface

The course culminates in a 3 hour written exam focusing on four of the above modules of your choice. Please be aware that practical experience is required to answer some parts of the exam.

## PROFESSIONAL PROJECT:

(6 months – 1 year, may be completed alongside Professional Graduate Diploma)

In order to finish the Professional Graduate Diploma in IT candidates must complete a project, which will be the academic equivalent of a UK university honours degree project and has a recommended minimum study time of 300 hours.

Successful completion of the project and examination enables you to apply for selected postgraduate courses at university and means you are eligible to apply for BCS professional membership (MBCS).

## ENTRY REQUIREMENTS:

BCS Professional Graduate Diploma in IT or an equivalent NQF/QCF level 6 qualification for which you have received an exemption.



# TRAVEL, TOURISM AND HOSPITALITY MANAGEMENT

Awarded by the Association of Business Executives (ABE), a worldwide provider of education in Business and Travel & Tourism, the Travel, Tourism & Hospitality Management diploma is a practical, professional qualification that will help you further your education, find a job more easily or obtain that promotion you are seeking. Students who complete the Level 6 Diploma receive a qualification that is equivalent to a UK Bachelor's Degree!

Here are just some of the benefits this programme offers:

- Officially recognised for university entrance by more than 80 universities worldwide, and also accepted by many more, for entry onto the first, second or final year of study (depending on the QCF level of ABE qualification)
- High quality – SCIC is accredited by BAC and reviewed for quality assurance by QAA. ABE is recognised by Ofqual, the UK's regulatory authority, as well as equivalent bodies worldwide
- ABE is listed on the UK's Qualifications and Credit Framework (QCF) of regulated qualifications

Students who complete their Diploma in Travel, Tourism & Hospitality Management are eligible to apply for either their MBA or the final year of a BA (Hons) Degree programme in Business Management via a one-year "top-up" course at a University.

## DIPLOMA ROUTE



# DIPLOMA ROUTE

## ABE LEVEL 4 DIPLOMA

### IN TRAVEL, TOURISM AND HOSPITALITY MANAGEMENT 1 YEAR

#### COURSE SUBJECTS:

- Introduction to Business
- Introduction to Marketing
- Introduction to Travel, Tourism & Hospitality
- Introduction to Business Communications

Success in these examinations qualifies the student to progress to either further study at diploma level or appropriate employment. Students who enrol for two years on the Degree Access route and who successfully complete the Level 4 Diploma in Travel, Tourism and Hospitality Management at the end of their second year, will be permitted to progress to the first year of the Diploma route.

#### ENTRY REQUIREMENTS:

Students must demonstrate competence in English Language to Level B1 of the Common European Framework of Reference (CEFR) and must be able to show evidence of having gained qualifications at level 3 of the Qualifications and Credit Framework (QCF) GCE, "A" level or equivalent.

## ABE LEVEL 5 DIPLOMA

### IN TRAVEL, TOURISM AND HOSPITALITY MANAGEMENT 2 YEARS

#### COURSE SUBJECTS:

Six Compulsory Units

- The Business Environment
- Travel, Tourism & Hospitality
- IT in Hospitality and Tourism Operations
- Organisational Behaviour
- Managing the Customer Relationship
- Travel, Tourism and Hospitality Management Operations

Two Optional Units from:

- Principles of Business Law
- Human Resource Management
- Marketing Policy, Planning and Communication
- Sales Management

On completion of the diploma programme, students will be well qualified to progress to either the ABE level 6 diploma, the second/third year of a BA (Hons) degree at a British University, further professional development or appropriate employment.

ABE Level 4 Diploma or Two 'A' level passes plus four GCSE passes at grade A-C, two of which must be English and Maths. or Overseas qualifications which, following University of London or QCF guidelines, may be accepted by ABE as being equivalent to the above.

#### ENTRY REQUIREMENTS:

## ABE LEVEL 6 DIPLOMA

1 YEAR

This advanced level qualification equips students to continue their studies before completing the final year of an Honours degree or a Post-Graduate qualification, either at a University or through distance learning.

#### COURSE SUBJECTS:

3 Compulsory Units

- Strategic Hospitality Management
- International Travel, Tourism and Hospitality
- Sustainable Tourism, Planning and Development

2 Optional Units from:

- Strategic Marketing Management
- Strategic Human Resource Management
- Project Management

The level 6 Diploma examination papers are set and marked at QCF level 6, equivalent to Final Year degree level of a UK University degree programme.

#### ENTRY REQUIREMENTS:

Either the ABE Level 5 Diploma in Travel, Tourism and Hospitality Management, or, a degree awarded by a recognised UK or Overseas University

*See London  
and learn to talk about it!*

## ENGLISH AS A FOREIGN LANGUAGE

South Chelsea International College and School of English offers high-quality, affordable English Classes through its School of English in a lively and trendy South London setting. Our central location enables teachers to introduce students to many of the attractions of London within the course of their studies. Our English courses are available throughout the year, student are welcome to begin any Monday.

English classes are available at all levels from Intermediate to Advanced and Proficiency. The emphasis is on encouraging students to speak fluently as well as enabling them to achieve good levels of comprehension, writing and grammar.

SCIC uses the Zoni English System, a unique classroom instructional method and curriculum developed by our sister school in the USA, Zoni Language Centers. For more information about the Zoni English System, please visit [www.zoni.com](http://www.zoni.com)

**Programmes:** Premium Intensive (20hrs/week) and Semi-intensive English programmes (15hrs/week).

**Starting date:** Every Monday throughout the year.

**Courses:** 20 courses including core and elective courses.

**Levels:** Beginner (A1), Lower-Intermediate (A2), Intermediate (B1), Upper-Intermediate (B2), Advanced (C1), Proficient (C2)

**Exam Preparation:** Cambridge, IELTS, TOEFL

# ENGLISH AS A FOREIGN LANGUAGE

SCIC is a member of the Association of British Language Schools (ABLS) and accredited by the British Accreditation Council (BAC).

## **Benefits of studying English at SCIC:**

- Start classes any Monday throughout the year
- Highly qualified faculty: Native speakers, university-educated, experienced at teaching EFL in an international setting
- Proven methodology: student-centred, interactive, focusing on the key skills (speaking, listening, writing, reading)
- Small class sizes
- Diverse range of English courses for students of all levels



# ENROLMENT and REGISTRATION

South Chelsea International College enrolls students onto courses in January, April, July and September.

## HOW TO APPLY (INTERNATIONAL STUDENTS)

### College Programmes

Please note: SCIC is offering courses for students studying QCF level 4 or above. This means that in order to gain admittance onto a course, you must meet the entry criteria required by the Awarding Body in the subject you intend to study. In most cases, you will be required to demonstrate that you have qualifications at "A" level or an equivalent QCF level 3 standard.

### STEP ONE

#### SUBMIT YOUR APPLICATION

Prospective students must submit the following documents:

1. Completed SCIC application form
2. The front and back cover of your passport.
3. The bio-data page of your passport.
4. Any other pages with visas, refusals or other relevant information on your passport.
5. All qualifications from secondary school to present.
6. A UKBA-approved English language qualification from one of the examinations below with the minimum scores for each section as follows:

English Exam	Minimum Score Per Section				
	Listening	Reading	Writing	Speaking	Use of English
TOEFL	13	8	17	19	NA
IELTS	4.0	4.0	4.0	4.0	NA
PTE Academic	46	46	46	46	NA
Cambridge (PET or above)	Borderline	Borderline	Borderline	Borderline	Borderline

7. Payment of the application fee. This is a one-time, non-refundable payment of £60. You may make the payment by electronic bank transfer (please note that additional bank charges may apply):

Bank: HSBC Bank PLC, Brixton Road SW9  
Account: South Chelsea International College, 4 Tunstall Road London SW9 8BN  
Account #: 216 88499  
Sort Code: 40 01 22

#### Send to:

By Post:  
Admissions Department  
South Chelsea International College  
4 Tunstall Road  
London SW9 8BN  
UK

By Email:  
admissions@scic.org.uk

### STEP TWO

#### INTERVIEW

Upon receipt of the application, we will assess whether your qualifications and supporting documentation meet the standards of the College, the Awarding Body of your programme and the Home Office. If approved, you will be invited to an interview with the Principal of the College either in person or by Skype or telephone.



# PAYMENT OF FEES

## STEP THREE

### **PAYMENT AND ISSUANCE OF CAS**

Once you receive an offer of a place to study at SCIC, you must pay A) the registration fee (£60) and B) full course fees or a minimum deposit of 50% of your first year's tuition. The College will then issue a Confirmation of Acceptance for Studies (CAS), which you will include in your application for a Tier 4 visa from the British Embassy.

## STEP FOUR

### **APPLY FOR A VISA**

When you have received your CAS, you may then submit your application for a Tier 4 visa to the British Embassy in your country. More information on this process can be found on the Home Office website: <https://www.gov.uk/tier-4-general-visa/overview>

**Bank Statement:** As part of your visa application upon acceptance to SCIC and issuance of a CAS, you will be required to submit a bank statement showing that you have retained £9,000 plus your outstanding tuition fees in your account for at least 28 days. After you pay your 50% deposit, the balance remaining for your level should be added to the £9,000, and this total must remain in your account for the full 28 days. Request the bank statement only upon completion of the full 28-day period.

You may be called for an interview at the British Embassy. More information on this process is available here: <https://www.gov.uk/government/world-location-news/students-are-now-being-interviewed-at-the-visa-application-centres>

## STEP FIVE

### **BEGIN YOUR STUDIES AT SCIC**

Once your visa has been issued, you will be able to begin your studies at SCIC. All outstanding fees must be paid on the first day of class (or prior). A member of staff will enrol you in your course and provide you with your student ID card.

Welcome to SCIC!

## PAYMENT DETAILS

**Bank:**

HSBC Bank PLC  
512 Brixton Road,  
London SW9 8ER

**Account Name:**

SOUTH CHELSEA  
INTERNATIONAL COLLEGE  
4 TUNSTALL ROAD  
LONDON SW9 8BN

**Account No:** 216 88499**Sort Code:** 40 01 22**BIC:** MIDLGB22**IBAN:** GB82MIDL40012221688499

# REFUNDS

## A refund will be made provided that all following conditions are met:

1. The student has applied for a refund in writing, explaining their reasons for requesting a refund.
2. The student has submitted a completed Refund Form within 45 calendar days of the original start date in the student registration letter, unless the College has agreed to a deferred start date.
3. The student has not yet entered the United Kingdom.
4. All third-party fees (including accommodation, airport transfers, etc.) may be deducted if SCIC is liable for their payment. All tuition payments must be paid in full before starting classes. However, at the student's request, refundable fees can be applied to future courses/classes. After a student chooses his/her tuition payments, s/he cannot revert to the previous number of weeks paid.
5. The application and registration fees are not refundable.
6. Where a student has been refused entry or a Visa to enter the United Kingdom after being issued a CAS, a minimum £500 Administration Fee will apply.
7. Where a student has been refused entry to the United Kingdom on a Student Visitor Visa, a minimum £200 Administration Fee will apply.
8. If a student is denied admission or enrolment by the institution, the student will receive a refund minus non-refundable charges and third-party fees.
9. The following are non-refundable and non-transferable fees:
  - Application and Registration Fees
  - Housing Placement Fees
  - Administration Fees
10. Mail and/or courier fees are refundable only if the College did not mail any correspondence to the student.
11. The student housing fee reimbursement will be subject to the terms and conditions stated in the Accommodation Application.
12. If a student is accepted onto a course of study at SCIC and then decides to withdraw from the course, the following additional fees will apply:
  - Cancellation fee £200
  - Accommodation Fee £200 (If cancellation occurs within 30 days of agreed start date)
13. All refunds will be made within 45 calendar days.
14. Refunds will be made only to the person, company or agency that paid the College. If the student paid for a programme through an agency, s/he must apply directly to that agency for a refund. When a student is requesting a refund through the agency, the College requires A) a completed refund form signed by the student and B) a statement from the student authorising the Agent to collect any refunded monies on their behalf.
15. Refunds on cash and cheque payments will be made in the form of a cheque. If paid by wire transfer, then the College will remit funds to the bank account from which payment originated. Bank fees may apply and vary according to each financial institution.
16. If a student would like the College to remit refund funds to a person other than the student, he/she must provide a letter authorizing SCIC to make a cheque payable to the person assigned by the student. Valid proof of identification must be presented by assignee when claiming check. This is only applicable to tuition payments made by cash or cheque.
17. Where a prospective candidate is unable to obtain a visa by the start date of their proposed course of study, the student must inform the college of this in writing or by email. In such a case the college will allow the prospective candidate to defer the start date on that course until the visa has been obtained and a suitable new start date is available, providing the visa (or, where applicable, CAS) is still valid.
18. Any claim for a refund must be made within one month of the original start date in the student registration letter, unless the College has agreed to a deferred start date. Where a deferred start date has been agreed, the student is only entitled to a refund if the original refund conditions were met at the time the deferral was agreed and the claim is made within one month of the new registration date.
19. SCIC advises students who require a visa to check the guidelines for students entering the UK as tuition fees, less all non-refundable charges and third-party fees, are only refundable if a student has been refused entry or a visa to enter the United Kingdom.
20. Students in violation of College policies are not eligible for a tuition refund, and all unused weeks paid are forfeited if a student is dismissed/expelled from the institution.

### For Student Visitor/CAS Students who were denied a Visa:

21. SCIC is provided with a copy of the letter, issued by the British High Commission/Embassy, confirming the refusal of the Visa application.
22. The student is not awaiting the outcome of an appeal against the refusal of his/her visa application or has notified SCIC by registered letter, email, or receipted fax within two months of the date of an Appeal Tribunal Judgment.
23. The registration letters and receipt for fees paid are returned to SCIC in their original form.
24. No false documentation or misinformation, as assessed by Home Office officials or South Chelsea International College staff, has been tendered by the student during the visa application process.
25. The student is unable to meet new visa requirements introduced after the student CAS was issued.
26. The student has not been refused a visa on grounds of insufficient funds, having made a statement to the College that sufficient funds are available.
27. The College does not generally issue a second CAS to students who were denied the first time. However, in rare instances where the College agrees to issue a second CAS based on a clear, written student appeal, a further £250 fee will apply in the event of a refusal.
28. Where a student does not use his/her CAS to obtain entry to the UK within 6 months of issue, the student is not entitled to a refund of College fees. Any subsequent application will be treated as a new application.
29. The College is not liable for losses incurred as a result of Home Office decisions or policy and guidance changes, including decisions to limit or withdraw a sponsorship licence.
30. If a student is required by the Home Office to leave the United Kingdom because of poor or non-attendance or because of any breach of law, tuition fees will not be refundable.

### For Students Enrolled in the EFL Programme:

31. Pro-rated tuition refunds will be calculated on a weekly basis.
32. If the student attends classes even for one day of the week, the College will count that week as whole week for the purpose of calculating tuition refunds.
33. If a student who enters the United Kingdom and subsequently cancels prior to the start of scheduled classes or never attends class, the school will retain:
  - the equivalent of four weeks of payment at the non-discounted rate for a payment of less than 12 weeks, all actual housing costs incurred by the school, and all non-refundable school fees (registration and housing placement).
  - the equivalent of six weeks of payment at the non-discounted rate for a payment of 12 weeks or more, all actual housing costs incurred by the school, and all non-refundable school fees (registration and housing placement).
34. If student has started classes, the tuition payment will be reimbursed according to the following criteria:
  - Tuition payments for four weeks or less: Tuition payment is not refundable, not transferable and student is no eligible to make up any lost class time.
  - Tuition payments for more than four weeks:
    - o If a student withdraws within the first four weeks after starting classes, the school will retain the amount equivalent to four weeks of payment at the non-discounted rate and will refund remaining balance to student.
    - o If a student withdraws after the first four weeks of attending classes but before or at the midpoint of their payment, Zoni will retain a prorated tuition amount at the non-discounted rate and will refund remaining balance to student.
    - o If a student withdraws after the midpoint of their payment, he/she will not be eligible for any tuition refund. The school will retain all tuition charges.



# ACCOMMODATION

For assistance with finding accommodation, please contact SCIC: [info@scic.org.uk](mailto:info@scic.org.uk)

## TERMS & CONDITIONS

SCIC's full Terms & Conditions may be viewed on our website at <http://www.scic.org.uk/#!terms-and-conditions-of-admission/c1u7x>.

## ENQUIRIES

**Telephone:** +44 (0) 20 7738 4660

**Fax:** +44 (0) 20 7738 4750

**E-Mail:** [info@scic.org.uk](mailto:info@scic.org.uk)

**Website:** [www.scic.org.uk](http://www.scic.org.uk)

