

UNIVERSITY OF NORTHUMBRIA AT NEWCASTLE

INTERNATIONAL DEVELOPMENT

FRIENDS AND FAMILY SCHEME

TERMS AND CONDITIONS



1. DEFINITIONS

In these Terms and Conditions (“the Conditions”), the following Definitions shall have the meaning set out opposite.

Agent	An individual, company or other organisation providing services on a commercial basis to help students gain places on study programmes overseas.
Alumnus	A former Student of Northumbria who is a current member of Northumbria’s Alumni Association. The term “Alumni” shall be interpreted accordingly.
Current Student	A student studying a part-time, full-time or distance learning course delivered on Northumbria’s campuses in the UK who must not have any outstanding debts with Northumbria.
International Representative	An individual, company or other organisation providing services on a commercial basis to help students gain places on a study programme.
Northumbria	Means the University of Northumbria at Newcastle, Sutherland Building, College Street, Newcastle upon Tyne, NE1 8ST.
Partner Institution	A higher education institution anywhere in the world with whom Northumbria collaborates on the delivery of Programmes.
Programme	Any part time or full time programme delivered on Northumbria’s campuses in the UK. For the avoidance of doubt distance learning programmes are excluded.
Programme Fee	The tuition fees payable for a Programme due on enrolment.
Prospective Student	means a potential student of Northumbria ordinarily domiciled in a Qualifying Country who enrolls on and pays the Programme Fee as a direct result of the Referral and completes, as a minimum, the first six weeks of the Programme. The Prospective Student cannot be an existing or former student of Northumbria or Partner Institution.
Prospective Student Payment	Means the amount payable to the Prospective Student in accordance with Condition 3.2.
Qualifying Country	means any country excluding the United Kingdom

Qualifying Period	means the first six weeks after the Prospective has enrolled and paid the Programme Fee.
Referral Payment	the amount payable to the Referrer in accordance with Condition 3.1 for each Prospective Student introduced by a Referrer.
Referrer	Means a Current Student or Alumnus of Northumbria.
Student	Means a student studying a Programme at Northumbria including distance learning and Programmes delivered through a Partner Institution.
Successful Referral	the promotion of Northumbria by the Referrer to the Prospective Student resulting in the Prospective Student paying the Programme Fee as a direct result of the referral and completing, as a minimum, the first six weeks of the Programme.

2. **THE SCHEME**

- 2.1 In order to increase the proportion of international students at Northumbria, Northumbria wishes to encourage Current students and Alumni to recommend friends and family to enrol on a Programme and has set up an International Friends and Family Scheme (“the Scheme”).
- 2.2 The Scheme is open and available to Prospective Students referred by Current Students and Alumni only.
- 2.3 The Scheme is not open to employees, agents or contractors of Northumbria, regardless of whether they are Current Students or Alumni.
- 2.4 Northumbria will permit a maximum of three Successful Referrals per Referrer per academic year.
- 2.5 Prospective Students who intend to take advantage of a third party scholarship can apply to the Scheme.
- 2.6 The Prospective Student must have either an unconditional or a conditional offer from Northumbria before they can apply to the Scheme.
- 2.7 The Prospective Student must complete an online application for consideration by Northumbria as to their eligibility for the Scheme. Completion of the online application for the Scheme will constitute acceptance of these Conditions.
- 2.8 Prospective Students who register with an International Representative at any time are not eligible for the Scheme.
- 2.9 Prospective Students who are party to an articulation agreement are not eligible for the Scheme.

- 2.10 Where a Prospective Student is introduced by the Referrer and that Prospective Student then introduces a third party to Northumbria who enrolls on a Programme, the Referrer shall not, by virtue of such initial introduction, be deemed to have referred the third party to Northumbria.
- 2.11 An application to the Scheme cannot be made after enrolment.
- 2.12 Any personal data relating to a Prospective Student will be used solely in accordance with current UK data protection legislation and will not be disclosed to a third party without consent.
- 2.13 For the avoidance of doubt, the country of domicile of a Prospective Student will be determined by the address detailed on their original application for a place on a Programme at Northumbria.

3. **PAYMENT**

- 3.1 The Referrer shall be entitled to a Referral Payment of £200 for each Prospective Student enrolled on a Programme and who satisfies the criteria listed in clause 2.
- 3.2 The Prospective Student who satisfies the criteria listed in clause 2 above shall be entitled to a Prospective Student Payment of £500 following enrolment on a Programme.
- 3.3 Both the Referral Payment and the Prospective Student Payment shall be made following the expiry of the Qualifying Period. Please ensure that correct contact details are provided for both the Prospective Student and the Referrer to enable Northumbria to make contact in this regard.
- 3.4 Northumbria reserves the right to withhold either the Referral Payment or the Prospective Student Payment if any of these Conditions have not been met.

4. **VARIATION**

- 4.1 Northumbria reserves the right to change the format of the Scheme or withdraw it at any time. Notice of any changes will be given on Northumbria's website.
- 4.2 Northumbria's decision is final.

5. **GOVERNING LAW**

- 5.1 Any dispute or claim arising out of or in connection with these Conditions or their subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of England and Wales.