

## **E Payment Terms and Conditions**

This online payment facility is provided by Buckinghamshire College Group and its third party suppliers. Buckinghamshire College Group may update these terms from time to time and changes will be effective immediately on being set out here. Please ensure you are aware of the current terms. These terms and conditions apply to all online transactions made to Buckinghamshire College Group.

By using the Buckinghamshire College Group Online Payment facility you are confirming these Terms and Conditions.

### **Conditions of use**

1. Please read these terms carefully before using the online payment facility. Using the online payment facility on this website indicates that you accept these terms. If you do not accept these terms do not use this facility. All payments are subject to the following conditions.
2. Online payment of Fees can be made by credit or debit card. These payments are not collected by the college directly but by the service provider.
3. We cannot accept liability for payments being recorded on the wrong account if you supply inaccurate information, but will make every effort to reallocate any such payments if they arise.
4. Neither can we accept liability if payment is refused or declined by the credit/debit card supplier for any reason.
5. If the card supplier declines payment, the College is under no obligation to bring this fact to your attention. You should check with your bank/credit/debit card supplier that payment has been deducted from your account
6. In the event that any payment made via the Colleges online payment system is to be refunded (either fully or in part) the College will endeavour to make the refund to the card from which the refundable payment was made. If, for reasons beyond the Colleges control, refund cannot be made to the originating card, the refund will be made to the Student via an alternative method.
7. The data that you provide during this transaction is securely held by Buckinghamshire College Group or our e-commerce provider under the terms of the Data Protection Act 1998 and will only be used for the purpose of recording your payment and accounting processes.
8. Your data will be treated confidentially and with the utmost care and respect. We shall abide by the principles of the Data Protection Act 1998 and ensure that the data is used for no other purposes and is disclosed to no third party, except in respect of data that it is necessary to provide to the Colleges e-commerce provider who will process this

information on the Colleges behalf. In limited, exceptional circumstances the College may be required to disclose data to other third parties, for example where this is necessary to comply with the law. Our e-commerce provider will retain some personal information so that we can access payment records in the event of queries or incomplete payment information. Any credit or debit card details given by you will not be retained in their entirety. Information will only be retained for a reasonable period and then destroyed securely.

9. All prices quoted are in GBP - UK pound Sterling. All payments made through this Online Payment Facility must be made in £Sterling. Any currency conversion costs or other charges incurred in making the payment or in processing a refund shall be borne by the Student or the third party making payment, and shall not be deductible from the Fees due to the College.
10. While Buckinghamshire College Group will make reasonable endeavours to ensure that the online-payments system is available and usable at all times, it does not guarantee continuous, uninterrupted or secure access to the system. While every reasonable effort has been made to ensure accessibility, the College does not guarantee that use of the online-payments system will be compatible with all hardware and software of its users. The College reserves the right to suspend or withdraw access, without notice, to either the whole or part of the payment site, for any reason.
11. In no event will Buckinghamshire College Group be liable for any damages whatsoever arising out of the use, inability to use, or the results of use of this site, any websites linked to this site, or the materials or information contained at any or all such sites, whether based on warranty, contract, tort or any other legal theory and whether or not advised of the possibility of such damages.