

«TableStart:StudContract»

STUDENT CONTRACT

BETWEEN

BAC COLLEGE (SINGAPORE) PTE LTD

AND

Name : «Fullname»

NRIC / FIN / PASSPORT No : «NRIC»

INTAKE : «IntakeID» / «Prog»

*****Documents for Submission with Student Contract***

- 1) Copy of NRIC***
- 2) Copy of Academic Qualifications***
- 3) 1 Recent Passport-sized photographs***

*Delete as appropriate



PRIVATE EDUCATION INSTITUTION-STUDENT CONTRACT

This Contract binds both the Private Education Institution (PEI) and the Student once both parties sign this Contract. If the Student is under eighteen (18) years of age, the Student will be represented by the Parent/Legal Guardian.

This Contract is made between:

- | | | | |
|-----|--|---|---------------------------------|
| (1) | Registered Name of PEI | : | BAC COLLEGE (SINGAPORE) PTE LTD |
| | Registration Number | : | 199302723G |
| (2) | Full Name of Student | : | «Fullname» |
| | <i>(as in NRIC for Singapore Citizen (SC) and Permanent Resident (PR) / as in passport for international student)*</i> | | |
| | NRIC Number (for SC/PR)* | : | «NRIC» |
| | Student's Pass Number (if available)/ FIN | : | |
| | Passport Number (for international student)* | : | «FinNo» |
| (3) | Full Name of Parent/Legal Guardian* | : | «ParentFullname» |
| | (if Student is under eighteen (18) years of age) | : | |
| | NRIC/Passport Number* | : | «ParentNRIC» |

1. COURSE INFORMATION AND FEES

- 1.1 The PEI will deliver the Course as set out in Schedule A to the Student, towards conferment of the stated qualification upon successful Course completion.
- 1.2 The PEI confirms that the Course has been permitted by the Committee for Private Education (CPE) and no amendments have been made to the Course as set out in Schedule A, unless otherwise permitted by CPE.
- 1.3 The Course Fees payable are set out in Schedule B and the optional Miscellaneous Fees in Schedule C.
- 1.4 The PEI considers payment made 7 days/~~month~~* after the scheduled due date(s) in Schedule B as late. The PEI will explain to the Student its policy for late payment of Course Fees, including any late payment fee charged in Schedule C (if applicable) and any impact on Course/module completion (if applicable).

2. REFUND POLICY

2.1 Refund for Withdrawal Due to Non-Delivery of Course:

The PEI will notify the Student within three (3) working days upon knowledge of any of the following:

- (i) It does not commence the Course on the Course Commencement Date;

* Delete as appropriate by striking through.

Where non-applicable, put "N.A.". Leave no fields blank.

State all dates in the format of DD/MM/YYYY.



- (ii) It terminates the Course before the Course Commencement Date;
- (iii) It does not complete the Course by the Course Completion Date;
- (iv) It terminates the Course before the Course Completion Date;
- (v) It has not ensured that the Student meets the course entry or matriculation requirement as set by the organisation stated in Schedule A within any stipulated timeline set by CPE; or
- (vi) The Student's Pass application is rejected by Immigration and Checkpoints Authority (ICA).

The Student should be informed in writing of alternative study arrangements (if any), and also be entitled to a refund of the entire Course Fees and Miscellaneous Fees already paid should the Student decide to withdraw, within seven (7) working days of the above notice.

2.2 Refund for Withdrawal Due to Other Reasons:

If the Student withdraws from the Course for any reason other than those stated in Clause 2.1, the PEI will, within seven (7) working days of receiving the Student's written notice of withdrawal, refund to the Student an amount based on the table in Schedule D.

2.3 Refund During Cooling-Off Period:

The PEI will provide the Student with a cooling-off period of seven (7) working days after the date that the Contract has been signed by both parties.

The Student will be refunded the highest percentage (stated in Schedule D) of the fees already paid if the Student submits a written notice of withdrawal to the PEI within the cooling-off period, regardless of whether the Student has started the course or not.

3. ADDITIONAL INFORMATION

- 3.1** The laws of Singapore will apply to how this Contract will be read and to the rights the parties have under this Contract.
- 3.2** If any part of this Contract is not valid for any reason under the law of Singapore, this will not affect any other part of this Contract.
- 3.3** If the Student and the PEI cannot settle a dispute using the way arranged by the PEI, the Student and the PEI may refer the dispute to the CPE Mediation-Arbitration Scheme (www.cpe.gov.sg).
- 3.4** All information given by the Student to the PEI will not be given by the PEI to anyone else, unless the Student signs in writing that he agrees or unless the PEI is allowed to give the information by law.
- 3.5** Any agreement other than this Contract is invalid if it is administered without the written permission of CPE. If there is any other agreement between the PEI and the Student that is different from the terms in this Contract, then the terms in this Contract will apply.
- 3.6** If the Student or the PEI does not exercise or delay exercising any right granted by this Contract, the Student and the PEI will still be able to exercise the same type of right under this Contract during the rest of the time the Contract continues.
- 3.7** If this Contract is also signed or translated in any language other than English and there is a difference from the English language copy of this Contract, the English language copy will apply.



SCHEDULE A
COURSE DETAILS

1) Course Title	«Prog»
2) Course Duration (in months)	«IDuration» / («Duration» months)
3) Full-time or Part-time Course	«PartFullTime»
4) Course Commencement Date	«StartDateDDMMMYYYY»
5) Course Completion Date	«EndDateDDMMMYYYY»
6) Date of Commencement of Studies <i>(Date on which Student starts attending Course, if different from Course Commencement Date)</i>	«EnrolSOCDate»
7) Qualification <i>(Name of award to be conferred on the Student upon successful Course completion)</i>	«Qualification»
8) Organisation which develops the Course	«ProgDevInstitute»
9) Organisation which awards/ confers the qualification	«Institute»
10) Course entry requirement(s)	«EntryReq»
11) Course schedule with modules and/or subjects	«SchedulePeriod»
12) Scheduled holidays (public and school) and/or semester/term break for course	«SemBreakPeriod»
13) Examination and/or other assessment period	«ExamPeriod»
14) Expected examination results release date	«ExamResultsDate»
15) Expected award conferment date	«ExpAwardConfermentDateDesc»

* Delete as appropriate by striking through.



**SCHEDULE B
COURSE FEES**

Fees Breakdown <i>[shows the full breakdown of total payable course fees]</i>	Total Payable (with GST, if any) (S\$)
«TableStart:DTProgFee»«InvDesc»	«AmtWGSTDesc»«TableEnd:DTProgFee»
Total Fees Payable:	«ProgFeeGTotAmtDescWGST»
No of Instalments:	«NoOfInstallment»

INSTALMENT SCHEDULE

Instalment% Schedule	Amount (with GST, if any) (S\$)	Date Due^
«TableStart:DTInstallFee» «InvInstallDesc»	«InvAmtDescWGST»	«DueInstallDesc»«TableEnd:DTInstallFee»
Total Fees Payable:	«ProgFeeGTotAmtDescWGST»	

%Each instalment amount shall not exceed the following:

- 12 months' worth of fees for EduTrust certified PEIs*; or
- 6 months' worth of fees for non-EduTrust-certified PEIs with Industry Wide Coverage (IWC)*; or
- 2 months' worth of fees for non-EduTrust-certified PEIs without IWC*.

^ Each instalment after the first shall be collected within one week before the next payment scheduled.

SCHEDULE C
MISCELLANEOUS FEES¹

Purpose of Fee	Amount (with GST, if any)
Non-refundable Registration Fee (Applicable only if the student is applying for one of the preparatory courses at the PEI for the first time.)	SGD\$200
University of London Application Fee (Applicable only to Bachelor of Laws students. This fee is directly payable by the student to the University of London and not to the PEI)	£ 107 (deadline 01 April 2021 / 01 October 2021)
University of London Registration Fee (Applicable to CertHE Common Law and Bachelor of Laws students. This fee is directly payable by the student to the University of London and not to the PEI)	£ 545 (Deadline: CertHE / LLB – (01 May 2021 / 01 November 2021)
University of London Module Fee (Applicable to CertHE Common Law and Bachelor of Laws students. This fee is directly payable by the student to the University of London and not to the PEI)	£170 per module (Deadline: CertHE / LLB – (01 May 2021 / 01 November 2021)
Late Payment Fee (in the event that instalment payments made to the PEI under Schedule B are delayed by more than 7 calendar days (the grace period) – inclusive of the date on which instalment was due)	SGD10 per week or part thereof (after the expiry of the grace period)
Examination Registration Fee (Applicable to students that have opted to take the University of London Examinations in a given academic year. This fee is payable to local exam authority and not to the PEI) (The deadline will be based on information provided by local exam authority in August 2021)	£207 per module (subject to confirmation by exam authority in August 2021)
Lost Books charge (Applicable in relation to loss of books borrowed from the library or used for reference purposes)	SGD100 per book
Damaged Books charge (Applicable in relation to damage to books borrowed from the library or used for reference purposes)	SGD50 per book

¹ Miscellaneous Fees refer to any fees which the student pays only when applicable. Such fees are normally collected by the PEI when the need arises.



**SCHEDULE D
REFUND TABLE**

% of [the amount of fees paid under Schedules B and C]	If Student's written notice of withdrawal is received:
80%	("Maximum Refund") More than [14] days before the Course Commencement Date
70%	Before, but not more than [14] days before the Course Commencement Date
50%	After, but not more than [7] days after the Course Commencement Date
0% (In addition, any part of the full course fees that has not been paid by the student at the time of the withdrawal shall become payable)	More than [7] days after the Course Commencement Date

The parties hereby acknowledge and agree to the terms stated in this Contract.

SIGNED by the PEI

 Authorised Signatory of the PEI
 Name:
 Date:

 Seal of PEI

SIGNED by the Student

SIGNED by the Student's parent or legal guardian (if the student is under eighteen (18) years of age)

N.A.

 Name of Student:
 «Fullname»
 Date:

 Name of Parent or Legal Guardian:
 Date:

Annex A

Subject Combination

The Student hereby confirms that he/she is pursuing the following subject combination:

(Please tick as appropriate)

Level 4	
<input type="checkbox"/>	Criminal Law
<input type="checkbox"/>	Public Law
<input type="checkbox"/>	Legal System & Method
<input type="checkbox"/>	Contract Law
<input type="checkbox"/>	QLD
<input type="checkbox"/>	Non-QLD
Level 5	
<input type="checkbox"/>	Tort Law (comp)
<input type="checkbox"/>	Property Law (comp - QLD)
<input type="checkbox"/>	European Union Law (comp - QLD)
<input type="checkbox"/>	Commercial Law (optional subject)
<input type="checkbox"/>	Family Law (optional subject)
Level 6	
<input type="checkbox"/>	Jurisprudence (comp)
<input type="checkbox"/>	Equity & Trusts (comp - QLD)
<input type="checkbox"/>	Evidence (optional subject)
<input type="checkbox"/>	Company Law (optional subject)
<input type="checkbox"/>	Conflict of Laws (optional subject)
<input type="checkbox"/>	Criminology (optional subject)
<input type="checkbox"/>	Intellectual Property (optional subject)
<input type="checkbox"/>	International Commercial law (optional subject)
<input type="checkbox"/>	Civil & Criminal Procedure (optional subject)



SCHOOL HOLIDAYS, BREAKS & MOCK EXAMS SCHEDULE

EVENT		DATES	REMARKS
B R E A K S	SEMESTER BREAKS	1 July 2021 – 30 July 2021	Jan Intake
	HARI RAYA PUASA	12 May 2021 – 19 May 2021	All Intakes
	DEEPAVALI	3 November 2021 – 7 November 2021	All Intakes
	YEAR END	11 December 2021 – 01 January 2022	All Intakes
	CHINESE NEW YEAR	10 February 2021 – 14 February 2021	Jan Intake
31 January 2022 – 5 February 2022		All Intakes	
MOCK EXAMS		After revision for the individual subjects	All Intakes
INTENSIVE REVISION COURSE		August – September 2021	Jan Intake
		February – April 2022	April - September Intakes
UNIVERSITY OF LONDON EXAMINATIONS		October 2021 (actual date to be advised by University of London in September 2021)	Jan Intake
		May 2022 (actual date to be advised by University of London in January 2022)	April - September Intakes
EXAM RELEASED DATE		December 2021	Jan Intake
		August 2022	April – September Intakes

* Please note that the above dates are tentative only and are subject to change.



Class & Revision Time-table Cert in H.E (Common Law) & Bachelor of Laws

General Schedule during the academic calendar

Level 4	Day	Time
Contract Law	Friday	6.30pm – 9.30pm
Criminal Law Public Law	Saturday	2.00pm – 5.00pm
Legal System & Method	Sunday	10.00am – 1.00pm

Level 5	Day	Time
Tort Law	Saturday	5.30pm – 8.30pm
Property Law EU Law	Sunday	2.00pm – 5.00pm
Commercial Law	Monday	6.30pm – 9.30pm

Level 6	Day	Time
Jurisprudence	Friday	6.30pm - 9.30pm
Company Law Civil & Criminal Procedure Equity & Trust	Saturday	2.00pm – 5.00pm
	Sunday	10.00am – 1.00pm
Evidence	Tuesday	6.30pm - 9.30pm
Intellectual Property International Commercial Law	Wednesday	6.30pm - 9.30pm
Conflicts of Laws Criminology	Thursday	6.30pm - 9.30pm



General Revision Timetable

Level 4 – Feb 2022 to April 2022

Day	Time	Week 1 & 2	Week 3 & 4	Week 5 & 6	Week 7 & 8
Saturday	2.00pm – 8.30pm	Criminal Law	Public Law	Legal System & Method	Contract Law
Sunday	10.00am – 5.00pm	Criminal Law	Public Law	Legal System & Method	Contract Law

Finals (Level 5 and 6) – Feb 2022 to April 2022

Day	Time	Week 1 & 2	Week 3 & 4	Week 5 & 6	Week 7 & 8
Saturday	2.00pm – 8.30pm	Jurisprudence	Equity & Trusts	Company Law	Tort law
Sunday	10.00am–5.00pm	Jurisprudence	Equity & Trusts	Company Law	Tort law
Monday	6.30pm- 10.30pm	Property law	Commercial Law	EU law	Evidence / IP
Tuesday	6.30pm-10.30pm	Property Law	Commercial Law	EU law	Evidence / IP
Wednesday	6.30pm-10.30pm	Property Law	Commercial Law	EU law	Evidence / IP
Thursday	6.30pm-10.30pm	Civil & Criminal Law	Civil & Criminal Law	International Commercial Law / Conflict of Laws	
Friday	6.30pm-10.30pm	Civil & Criminal procedure	International Commercial Law / Conflict of Laws	International Commercial Law / Conflict of Laws	

*** Please note that the above dates and subjects are tentative only and are subject to change.*

«TableEnd:StudContract»

