



HARROW TUTORIAL COLLEGE

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Terms & Conditions for Admissions at Harrow Tutorial College (HTC) 2023-24

1. Harrow Tutorial College (HTC) will provide tuition that comprehensively covers all major subjects of all Year Groups.
2. All materials and equipment provided by Harrow Tutorial College are for the sole use of students enrolled on the course. The replication or re-use of the course material is strictly forbidden.
4. HTC focus is to create an atmosphere which is conducive to learning. It is therefore required that students adhere to HTC's Code of Conduct. Although it is an unlikely occurrence, in order to protect all of those on the premise at all times, it must be made clear that breaking the code of conduct could lead to the termination of this agreement.
5. A successful year of HTC involves effective communication between parent, student and the tutor(s). This agreement requires an undertaking by parents and/or guardians to ensure that set homework is completed on schedule. It is a condition of this agreement the parents and students accept that all homework will be completed to the best of the student's ability.
6. All parents and students acknowledge that HTC cannot guarantee exam success. It is the responsibility of students and parents to put efforts to achieve the desired grades.
7. HTC endeavours to provide as much individual support as possible. If a student experiences significant difficulties with the course, HTC can provide additional individual support at an extra cost.
8. HTC reserves the right to change the time of the tuition classes, with reasonable notice at any point of time.

Payment Terms

- Please refer to the Fee Metrics mentioned below for the tuition charges that are applicable at HTC in the 2023/24 academic year.

Fee Information: Weekend Tuition: Standard Fee

Number of subjects	Year 7 to GCSE (Hourly Rate)	GCSE Mathematics	Year 12 (41 Weeks)	Year 13 (34 Weeks)
5 subjects or more	£12	£1500 Package	Mathematics £1700 Package	Mathematics £1500 Package
4 subjects	£13		Further Maths £1700 Package	Further Maths £1500 Package
3 subjects	£14		Physics £1700 Package	Physics £1500 Package
2 subjects	£15		Biology £1400 Package	Biology £1200 Package
1 subject	£16		Chemistry £1400 Package	Chemistry £1200 Package

Payment Structure

Year 7,8,9,10 and Year 12 – 41 Weeks – 2nd Sep 23 to 30th Jun 24

Year 7-10 & Year 12	Term Begins	Term Ends	Number of Weeks	% of total course fee payable	Payable on half termly basis on or before
Autumn Term	2 nd Sep 23	17 th Dec 23	16 Weeks	40 %	1 st Sep & 15 th Oct
Spring Term	6 th Jan 24	24 th Mar 24	12 Weeks	30 %	1 st Jan & 15 th Feb
Summer Term	6 th Apr 24	30 th Jun 24	13 Weeks	30 %	1 st Apr & 15 th May

GCSE and Year 13 – 34 Weeks - 2nd Sep 23 to 12th May 24

Year 11 & Year 13	Term Begins	Term Ends	Number of Weeks	% of total course fee payable	Payable on half termly basis on or before
Autumn Term	2 nd Sep 23	17 th Dec 23	16 Weeks	45 %	1 st Sep & 15 th Oct
Spring Term	6 th Jan 24	24 th Mar 24	12 Weeks	35 %	1 st Jan & 15 th Feb
Summer Term	6 th Apr 24	12 th May 24	6 Weeks	20 %	1 st Apr

Terms and Conditions for Enrolment

- One to One lessons will be charged at a rate starting from £35 per hour.
- Registration fee for part-time students is £45.00 (non-refundable).
- Students will be enrolled for the full academic year as per the policy of the college. To bring continuous improvement in the academic learning of students of any age group they are expected to continue tuition classes for the full academic year.
- For each Year 12 & 13 Science subjects, the above-mentioned fee does not include a fee for any practical sessions. Special lessons will be scheduled for the Practical sessions on a need basis. The fee for such lessons will be charged separately. Students can request practical sessions once they are registered at Harrow Tutorial College.
- For GCSE and GCE A-level students, this fee metric is for 34 lessons starting 2nd September 2023 until 12th May 2024.
- For Year 7 to Year 10, and Year 12 students, this fee metric is for 41 lessons starting 2nd September 2023 until 30th June 2023.
- Christmas Holidays: 23rd and 24th December 2023
- New Year Holidays: 30th and 31st December 2023
- Easter Holidays: 30th and 31st March 2024
- On a rare occasion, the college reserves the right to cancel the group lessons if the student numbers are not achieved. If that situation arrives the student could book one to one lessons.
- One Full Half-Term notice will be required, in the event of leaving Harrow Tutorial College or de-enrolling from any of the subjects enrolled.
- Instalment payment overdue by 7 or more days are subject to a 2% surcharge on a weekly basis.
- If there is an outstanding balance HTC reserves the right to ask for a pay settlement before the student attends the next lesson.
- HTC reserves the right to pass your details to the legal team for debt collection.

DISCOUNTS OFFERED ON FEE

1. REFERRAL DISCOUNTS

- Avail 5% Discount on Overall Tuition Fee (remaining), on making 1 Referral
- Avail 10% Discount on Overall Tuition Fee (remaining), on making 2 or more Referrals
- Applicable only for the 2023-24 Academic year
- The referral discounts will be calculated and adjusted only in the last instalment.

2. TUITION FEE PAID IN FULL

- Tuition fee payments made for the whole academic year in full on or before 30th September 2023 will draw a 5% discount on the amounts quoted above.
- Please note that this does not apply to registration fees, exam fees or any other additional fees.

ADDITIONAL INFORMATION:

- Examination Fees: All examination fees are payable by the candidate. College fees do not include examination fees.
- Textbooks: Textbooks are not supplied by the College. Students will be provided with the book names and will be required to obtain these books externally.

Examination Fee

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| • Exam Fee GCSE and IGCSE per subject | • £195 |
| • Exam Fee GCE AS and A Level per subject | • £270 |
| • GCE / GCSE Extended Project Qualification and Coursework | • £490 |