

Student Terms and Conditions

Reviewed and published 24 August 2023

All students enrolled with the University need to agree to the following Terms and Conditions. Please take the time to read the information below. All students are expected to be aware of and to comply with the following:

- [*the University's Academic Regulations and Student Policies*](#)
- [*our student policies including those related to financial matters*](#)
- [*our Student Code of conduct*](#)
- [*our Student Handbook*](#)

You can download and print off our [*Key Aspects of the University's Policies and Regulations document*](#) for your reference. The University will determine and inform a student of their requirement to register for each successive year or other relevant part of the programme. All students are required to keep the University up to date with changes to any of their contact details, including:

- email address
- term time address
- home address
- phone numbers (landline and mobile, where these exist)
- Emergency / Trusted contact details

In accordance with Data Protection Act 2018 Schedule 1, we will share data internally in certain circumstances to ensure the health, safety and wellbeing of our students by

- safeguarding individuals at risk
- providing care and support where individuals are experiencing or are at risk of physical, mental or emotional harm.

The University will also contact a student's Emergency / Trusted contact as documented on the student's contact record, where a student is deemed by the University to be at immediate risk of harm.

As per the [*data sharing agreement*](#) between the University of Northampton and University of Northampton Students' Union, if you are an eligible student, (please

check with your provider if you are a partner student) data will be sent to the University of Northampton Students' Union to register you as a member of the University of Northampton Students' Union. To opt-out of membership, please visit the [***University of Northampton Students Union website.***](#)

For more information about how the University collects and processes your data, please view the [***Student Privacy Notice.***](#)

Declarations

I certify that to the best of my knowledge the information I have provided is accurate. I agree to abide by the Rules and Regulations of the University of Northampton as amended from time to time and to observe the [***Student Code of conduct.***](#)

I confirm that I will ensure that my legal name is spelt correctly as displayed on my enrolment confirmation. (This document will be emailed to me at the start of the course). I acknowledge that this name will be used by the University on any certificate or transcript in respect of my programme of study.

(Please contact the Student Information Desk to make these changes.)

I understand and agree to the University of Northampton creating and keeping an electronic record (including my personal data) and I give permission for staff of the University of Northampton (and associated providers where appropriate) to access and process any information held in relation to my studies.

I confirm that I have received sufficient information about my programme of study from the University and or partner, in relation to:

- the costs involved including any additional charges e.g. studio levies or field trips
- the duration of study
- the requirements of the programme

Where I pay fees to the University of Northampton, I agree to pay for any tuition fees for which I am assessed and properly invoiced in accordance with the Policy and Payment schedules as laid down by the University. This is subject to any contribution I may receive from the Students Loans Company if appropriate. Where I pay fees to the University of Northampton, I understand that failure to do so may result in referral to an external debt collection agency in which event I will be liable for any collection costs incurred.