### What's in my Student Contract?

Your Student Contract sets out in detail the legal relationship between you and the University.

It covers what we will provide as well as your rights and responsibilities. Both you and the University must do what's promised under the terms of the Student Contract.

The key information you need to know is summarised in the Key Terms Summary.

#### Fees

Your course fee information including possible fee changes and additional costs is set out in your Contract. If you don't pay your tuition fees the University may withhold services such as IT access or withdraw you from your course.

# Enrolment and Cancellation

You can cancel your contract after you accept an offer and up to 3 weeks after your course start date. You will be refunded any fees paid in full, normally excluding any deposit paid, unless course delivery has started.

### Module choice

The University aims to offer flexibility with core and elective modules. The range of elective modules on offer may vary each year or be subject to maximum/minimum student numbers.

#### Changes to

#### courses

The University may make changes to courses to improve them to benefit students or for other fair reasons. If you have any concerns, you can discuss them with a member of staff

# Complaints and Appeals

The University has effective processes in place to handle both complaints and appeals in relation to your studies. For advice on these issues, contact Hallam Help at the time a problem arises.

#### Intellectual property

Your Key

Contract

Terms

The University recognises that each student is the owner of the original work they create as part of their course. There are a few exceptions set out in the Student Intellectual Property Regulations

For more information on any of these topics and information relating to Assessment and Disciplinary Regulations see: https://www.shu.ac.uk/study-here/terms-and-conditions-and-student-regulations