



PROED BOOKING TERMS – 2025

Payment Terms for Summer 2025 - Residential and Online

By booking a place on a ProEd programme, you agree to adhere to the below payment terms:

Bookings made before 17th March 2025

- A deposit of £995 or the full programme fee (whichever is greater) must be paid within two weeks of receiving the invoice to secure the booking.
- The remaining balance must be paid in full by 31st March 2025.

Bookings made on or after 17th March 2025

For all bookings made on or after 17th March 2025, the full programme fee must be paid within two weeks of receiving the invoice.

For late bookings, which are subject to availability, ProEd reserves the right to shorten the two-week payment period to a timeframe that is operationally feasible to ensure smooth programme arrangements.

Payment Methods

Payments can be made via the following methods:

- Flywire Payment System (preferred): A secure and convenient online payment platform.
- Bank Transfer: Bank details provided upon request.

Late payments

If payment is not received by the due date, ProEd reserves the right to cancel the booking, and any deposit paid may be forfeited.

Cancellation terms

After official notification of cancellation is received from the Agent / Client, the following fees apply in connection with any Cancellation Notice for all ProEd programmes.

- Any deposits paid are non-refundable (£995) – this is to recover any administrative costs associated with the booking.
- A 14-day cooling off period applies to all bookings. If you decide to cancel during this period, you will be refunded the full amount, including any deposit paid.

Total fees refunded before course start date

Period Before Start Date	Refund Amount
4 months (120 days)	100% (less deposit)
3 – 4 months (90 – 119 days)	50%
1.5 – 3 months (45– 89 days)	10%
0 –1.5 months (0 - 44 days)	0%

Course postponement

In some cases, we may permit students to defer the course booking to another programme / year. This is at the absolute discretion of the company and is not guaranteed.

Cancellation due to visa refusal

If a visa application is refused by UKVI, ProEd may, under certain conditions, offer a refund or credit as follows:

A full refund of fees paid, excluding fees associated with accommodation and lunch vouchers, will be provided if the following conditions are met:

- A valid visa refusal letter is provided no later than 30 days before the programme start date, and the refusal was for reasons beyond the student's control.
- The visa application was submitted within a reasonable timeframe based on UKVI's standard processing times.
- All required documentation was submitted accurately and in compliance with UKVI requirements.

Visa delay

In the event of a visa delay, our standard cancellation terms will apply. We strongly recommend that students apply for their visa well in advance to avoid any disruptions.

Included in course fees (residential programmes)

- Accommodation, tuition
- Breakfast, dinner
- Day trips, evening activities
- Supervision / presence of staff 24/h per day
- Course materials, excluding devices
- Insurance

Included in course fees (online programmes)

- Tuition for the programme as per course timetable
- MS Teams account
- Course materials

Not included in fees

- Flights
- Transfers (purchased separately)
- Lunch (lunch vouchers available can be purchased separately)
- Visa / immigration expenses
- Stationary
- Electronic devices