



2024 - 2025 FEES | TERMS & CONDITIONS
INTERNATIONAL SCHOOL OF CREATIVE ARTS

SECTION 1 | FEES & CHARGES

1. Tuition and Boarding fees

CREATIVE ARTS PROGRAMME (CAP) LEVEL 2

The Creative Arts Programme (CAP) Level 2 spans 1 academic year (2024-2025), made up of 3 terms.

Fees can be paid as follows:

A. Full Payment

Payment	Period	Tuition Fee	Boarding Fee	Enrichment*	Due date
1	2024-2025	GBP 34,956	GBP 15,940	GBP 250	As per invoice

* See paragraph 3 below

B. Termly Instalments

Instalment	Period	Tuition Fee# <i>Includes a £60 admin fee</i>	Boarding Fee <i>Includes a £60 admin fee</i>	Enrichment*	Due date
1	Autumn & Spring Terms (2024-2025)	GBP 23,364	GBP 10,687	GBP 250	As per invoice
2	Summer Term (2024-2025)	GBP 11,712	GBP 5,373	-	01/12/2024

Tuition and boarding fees may increase in the second year

* See paragraph 3 below



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A LEVEL PROGRAMME

The A Level Programme spans 2 academic years (2024-2025 and 2025-2026). Each academic year is made up of 3 terms.

Fees can be paid as follows:

A. Annual Instalments

Payment	Period	Tuition Fee [#]	Boarding Fee	Enrichment*	Due date
1	2024-2025	GBP 34,956	GBP 15,940	GBP 500	As per invoice
2	2025-2026	TBC	TBC	-	01/04/2025

[#] Tuition and boarding fees may increase in the second year

* See paragraph 3 below

B. Termly Instalments

Instalment	Period	Tuition Fee [#] <i>Includes a £60 admin fee</i>	Boarding Fee <i>Includes a £60 admin fee</i>	Enrichment*	Due date
1	Autumn & Spring Terms (2024-2025)	GBP 23,364	GBP 10,687	GBP 500	As per invoice
2	Summer Term (2024-2025)	GBP 11,712	GBP 5,373	-	01/12/2024
3	Autumn Term (2025-2026)	TBC	TBC	-	01/04/2025
4	Spring Term (2025-2026)	TBC	TBC	-	15/08/2025
5	Summer Term (2025-2026)	TBC	TBC	-	01/12/2025

[#] Tuition and boarding fees may increase in the second year

* See paragraph 3 below



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PORTFOLIO PROGRAMME and
Direct entry into YEAR 2 OF THE A LEVEL PROGRAMME

The Portfolio Programme and the Year 2 of the A Level Programme both span 1 academic year (2024-2025), which are made up of 3 terms.

Fees can be paid as follows:

A. Full Payment

Payment	Period	Tuition Fee	Boarding Fee	Enrichment*	Due date
1	2024-2025	GBP 35,388	GBP 15,940	GBP 250	As per invoice

* See paragraph 3 below

B. Termly Instalments

Instalment	Period	Tuition Fee <i>Includes a £60 admin fee</i>	Boarding Fee <i>Includes a £60 admin fee</i>	Enrichment*	Due date
1	Autumn & Spring Terms (2024-2025)	GBP 23,652	GBP 10,687	GBP 250	As per invoice
2	Summer Term (2024-2025)	GBP 11,856	GBP 5,373	-	01/12/2024

* See paragraph 3 below

1. Acceptance Deposit

- a) An acceptance deposit of **GBP 2,120** must be paid within two weeks of the date stated on the offer letter to secure the student's place.
- b) Failure to pay the acceptance deposit by the given deadline may result in the place being released to accommodate other applicants.
- c) The acceptance deposit is comprised of a **GBP 1,272** non-refundable Registration Fee and **GBP 848** Student deposit (for any examination fees (Level 2 Diploma and A-Level exams), any fines, outstanding debts, possible damage to rooms, etc.).
- d) At the end of a student's course, any amount remaining from the Student deposit will be donated to the ISCA Development Fund, unless a specific request for a refund is received in writing. No refund is given for requests made more than 3 years after the student has left the school.
- e) The acceptance deposit is separate from tuition and boarding fees. Outstanding fees for academic year 2024/25 will be due on receipt of the acceptance deposit and must be paid by the date indicated on the invoice.



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2. Access to Central Saint Martins - Creative Practice Programme + Foundation Plus

2.1. Creative Practice Programme

An optional Programme, the Creative Practice Programme is devised and taught by experienced Foundation tutors at the college of Central Saint Martins.

The weekly Creative Practice sessions complement the second year A Level and Portfolio curriculum.

The Creative Practice Programme tuition fee is covered by ISCA including coach transport to and from the Central Saint Martins campus.

2.2 CSM Foundation Plus (FAD Plus)

The Foundation Plus (FAD Plus) course takes place during the summer period after students have left ISCA. FAD Plus is a UAL Central Saint Martins (CSM) course so tuition costs for this course are not included in the ISCA fees, but are paid separately to CSM.

Please note that the following students are no longer eligible to attend Foundation Plus course at UAL:

- *Students under the age of 19 who are EU nationals with Pre-Settled or Settled status in the UK or students with a UK residence permit.*
- *Students at the age of 19 who are EU nationals with Pre-Settled or Settled status in the UK or students with a UK residence permit who have been living 'ordinarily' in the UK at least 3 years prior to the start of their course.*

3. Enrichment Programme

- During their time at ISCA, students will have the opportunity to take part in some external trips and enrichment activities arranged by the School. Where necessary separate charges will be made for such activities.
- The additional charges for ISCA's Enrichment Programme are not expected to amount to more than £250 in any academic year. Parents are asked to allocate funds to this Individual Student Expense Account and a refund of any unused funds will be made at the end of the course on request.

4. Materials

- All new students are supplied with a starter kit containing essential art materials at the beginning of their course.
- A fabric, photographic paper and printing allowance is provided to each student for the term in line with the curriculum and for use during classroom teaching. Each term, the student will be given a printing allowance of £10. After this has been used, the following charges (at cost price) will apply for printouts and for copying:

Black A4 5p per print/copy	Colour A4 12p per print/copy
Black A3 10p per print/copy	Colour A3 25p per print/copy
- Any additional materials required by a student for a project is at the cost of the individual.
- All books provided are on loan and students will incur a cost if they damage or fail to return an item.



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5. AS and A level Examination Fees

Initial examination fees are covered by the student deposit. However, any exam fees for subjects not taught at ISCA or re-sits will be charged to the student.

6. English Language & Learning Support

- a) Additional private language tuition may be required for students who join ISCA on the minimum language requirement of IELTS 4.5.
- b) Additional tuition requirements, and charges incurred for private English language tuition and additional learning support, will be determined on an individual basis.
- c) External testing costs, such as IELTS, will be charged to the student account.



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SECTION 2 | CHANGES, WITHDRAWALS & REFUNDS

1. Failure to take up a place

Parents must provide a written explanation for a student's failure to take up a place. A partial refund will be given for the following:

1.1. Refusal of Student Visa

A refund of the fees and acceptance deposit paid, minus **GBP 1,272** non-refundable Registration fee, will be given to students who are refused a Study Visa on the following conditions:

- a) The parents send ISCA the original of the visa rejection letter, within 40 days of the decision being made by the Embassy or Consulate.
- b) Claims for refunds more than 40 days after the date of the decision cannot be accepted.
- c) The School will refund only to the account or individual who originally paid the fees.

Please note: ISCA reserves the right to withhold all or part of the refund if the refusal of the visa is due to any dishonesty on the part of the student, for example the presentation of fraudulent documents. Any refund in this case is at the complete discretion of ISCA.

1.2. Conditions of Offer

- a) In the event that the conditions of an offer are not met, the option of deferring to the following course start date will be available.

2. Withdrawal

Parents must inform the School in writing of any intention to withdraw a student.

2.1. Voluntary Withdrawal

- a) Voluntary withdrawal prior to enrolment must be made in writing no later than 1 August 2024.
- b) A refund of the full fee paid, minus **GBP 1,272** non-refundable Registration fee, will be made on a voluntary withdrawal prior to 1 August 2024.
- c) Voluntary withdrawal after enrolment must be made in writing and one full term's notice given. No refund of Tuition or Boarding fees will be made unless more than two terms have been paid in advance, in which case a refund may be made of any fees paid in excess of these two terms.

2.2. Withdrawal due to illness

- a) Withdrawal due to illness is subject to the same terms and conditions as voluntary withdrawal (see above).
- b) No refund of Tuition fees where the student is absent from class due to illness and no refund of Boarding Fees will be given where a student is absent due to illness.



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3. Refunds

Any bank charges will be deducted from the refund. No refund will be given to a student for the following circumstances:

- a) Cancellation due to change in the student's personal circumstances, including a family bereavement. Students are advised to take out insurance against such unforeseen circumstances.
- b) If the student is asked to leave the country by the United Kingdom Authorities, or if the student leaves the UK during term time without consulting the School and is subsequently refused re-entry.
- c) If the student is excluded from ISCA for whatever reason.
- d) If a visa is refused due to any circumstances about which the student deceived the School in his/her application or any circumstances that they failed to declare. This includes:
 - Not holding the qualifications or required fees as claimed.
 - Previous violation of immigration conditions, breaking of immigration rules by student or a conviction in court.
 - If a visa is refused as a consequence of the student not having the minimum attendance required over the period of the course enrolled on at ISCA or of any illegal activities by the student.
 - If the disruption in the student's studies is due to the student's conviction, court proceedings or litigation involving the student.
 - If the disruption in the student's studies is due to any other breach of his/her visa conditions or terms and conditions of enrolment.
- e) In the event of force majeure or similar circumstances, leading to the closure of the School during term time, there shall be no refund of fees already paid.
- f) No other refunds of tuition or supplementary fees will be given.

4. Non-Payment

- a) The school reserves the right to refuse admittance to a student until invoiced fees are paid in full. In the event of non-payment, international students will be given a notice period before the school will uphold its responsibility to inform UK Visas and Immigration, which may affect the validity of the student visa.
- b) Students leaving ISCA are required to clear all obligations before final records are released to the next school or university and before any certificates are released.

5. Exclusion

If a student is excluded from ISCA for whatever reason, no refund of Tuition or Boarding fees will be made.



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6. Change of circumstances

Although day students are not normally permitted, this option may be considered in exceptional circumstances, e.g. on medical grounds. If a student changes from a boarding to a day student mid-term no refund of boarding fees will be granted.

Additional fees for the remaining academic year will be decided on a case-by-case basis but will include charges for meals taken during the day, and the surcharge on the room for which ISCA is liable.

The rate payable for students who are joining ISCA as a day student is **GBP 1,610 per term**. The fee includes the use of campus facilities, as well as all meals (breakfast, lunch and dinner) taken in the canteen.



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SECTION 3 | PAYMENT PROCEDURE

1. All payments should be made directly to ISCA by bank transfer to:

Bank: Barclays Bank plc
Beneficiary: International School of Creative Arts
Sort Code: 20-41-41
Account No: 20055115
IBAN: GB47BUKB20414120055115
Swift Code: BUKBGB22
Address: Barclays Bank plc
99 Hatton Garden London
EC1N 8DN England,
United Kingdom

2. The Payment Instruction form, to be found at the end of this document, will need to be completed in full and returned with the Offer Acceptance form and payment of acceptance deposit to secure the offer of a place.
3. The payment reference must include the Student ID and name.
4. Notification of payment made, and a copy of the bank transfer, should be sent to ISCA by either email or post. It must be accompanied by a copy of the Payment Instruction Form to enable the payment to be easily identified by ISCA.

Email: finance@isca.uk.com

Address: ATTN: Finance
International School of Creative Arts
Teikyo Foundation (UK)
Framewood Road,
Wexham,
Buckinghamshire
SL2 4QS
United Kingdom

5. All bank charges are the responsibility of the fee payer.



**2024 – 2025 FEES | PAYMENT INSTRUCTION FORM
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PAYMENT INSTRUCTION FORM

Part A

- Enter student details in full. Please use the name entered on your student application form.

Part A | Student Details

Student Name	Date of Birth DD / MM / YYYY
Course Title	Student ID Number ISCA/ /2024

Part B

- Enter Account Holder’s details (the person paying your fees) in full
- You must include the Student ID number as payment reference (ISCA/ /2024)
- Please ensure all bank charges are included in your payment

Part B | Bank Details of Person paying your fees:

Account Holder’s Name	Bank Stamp or Attach Receipt	
Account Number		
Bank Address		
Acceptance Deposit Due (£) 2,120		Date Paid DD / MM / YYYY
Reference (Insert Student ID Number) ISCA/ /2024		

Part C

- The Account Holder (paying acceptance deposit & fees) must complete Part C
- Invoices from ISCA will be issued in accordance with the instructions below
- Important: You will incur an administration charge of GBP 60 for instalment payments (termly)

Part C – Payment Instructions for Fees

Tuition Fee - Tick preferred invoice & payment option	Boarding fee - Tick preferred invoice & payment option
<p>Full Academic Year</p> <p><input type="checkbox"/> Creative Arts Programme (CAP) Level 2 GBP 35,206 (GBP 34,956 +GBP 250 Individual Student Expense Account)</p> <p><input type="checkbox"/> Year 1 A Level GBP 35,456 (GBP 34,956 +GBP 500 Individual Student Expense Account)</p> <p><input type="checkbox"/> Portfolio Programme or direct entry into A Level Year 2 GBP 35,638 (GBP 35,388 +GBP 250 Individual Student Expense Account)</p>	<p><input type="checkbox"/> Full Academic Year – GBP 15,940</p>



**2024 – 2025 FEES | PAYMENT INSTRUCTION FORM
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<p>Instalments</p> <p>Creative Arts Programme (CAP) Level 2 Instalment 1: GBP 23,614 <input type="checkbox"/> (GBP 23,304 + GBP 60 administration fee + GBP 250 Individual Student Expense Account) Instalment 2: GBP 11,712 (GBP 11,652+ GBP 60 administration fee) Subsequent instalments are paid on a termly basis</p> <p>Year 1 A Level Instalment 1: GBP 23,864 <input type="checkbox"/> (GBP 23,304 + GBP 60 administration fee + GBP 500 Individual Student Expense Account) Instalment 2: GBP 11,712 (GBP 11,652+ GBP 60 administration fee) Subsequent instalments are paid on a termly basis</p> <p>Portfolio Programme and direct entry into A Level Year 2 Instalment 1: GBP 23,902 <input type="checkbox"/> (GBP 23,592 + GBP 60 administration fee + GBP 250 Individual Student Expense Account) Instalment 2: GBP 11,856 (GBP 11,796+ GBP 60 administration fee) Subsequent instalments are paid on a termly basis</p>	<p>Instalments</p> <p><input type="checkbox"/> Instalment 1: GBP 10,687 (GBP 10,627+ GBP 60 administration fee) Instalment 2: GBP 5,373 (GBP 5,313 + GBP 60 administration fee) Subsequent instalments are paid on a termly basis</p>
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By signing this form, I confirm that I have read and agree to the 2024-25 Fees, Terms & Conditions. I understand that the School will issue the invoice, for both the tuition and boarding fee, in accordance with my payment instructions.

Signed: Relationship
Account Holder to Student

Print: Date: DD / MM / YYYY
Account Holder

Please return the signed form to the School office by post or as a scanned email attachment to finance@isca.uk.com