

METHODS OF PAYMENT

- Debit/credit card
- Cash
- Cheque
- Online banking
- College website

AUTHORISATION TO INVOICE

This form is to be completed when an invoice is required for the Course Fees of an individual who is attending Kirklees College.

TERMS OF TRADE

*By signing this document you are agreeing to Kirklees College Terms of Trade which are: PAYMENT 30 DAYS NETT
All Fees are payable in full, even in the event of the individual leaving your organisation. Fees are only refunded in exceptional circumstances.
Organisations who are not prepared to agree to these terms should advise individuals to pay their own Fees.*

I/WE AGREE TO PAY, IN FULL, COURSE FEES FOR THE FOLLOWING:

FULL NAME OF STUDENT

ENROLMENT No ORDER No IF REQUIRED

COURSE ATTENDING

ORGANISATION

ADDRESS

.....

POST CODE TEL

SIGNED PRINT NAME

DESIGNATION DATE

(Responsible member of organisation / Authorisation signature)

Upon receipt of this form the College will send an invoice for the Course Fees.
Examination Fees are payable separately upon entry.