

Regent College Higher Education

Cancellation of an Offer of a Place to Study on a Higher National Programme¹

This form should only be completed if you have been offered, and accepted, a place to study on a Pearson Higher National programme offered by Regent College Higher Education and now wish to cancel the offer of a place. This form should also be used if you have attended part or the whole of the induction programme for new students but wish to cancel the place and not continue your studies at Regent College of Higher Education².

You have 14 days from the date the offer of a place on the Higher National programme was accepted, or you started at the College, whichever was earlier, to cancel the place.

Please complete all parts of this form and submit it to the Admissions Manager (this can be done electronically or by handing a signed copy to a member of staff at Reception in Madison House, Central Wembley).

Full Name

Title of programme accepted.....

Start date for this programme

Please briefly state your reason(s) for cancelling the place on the programme which you were offered by the College and initially accepted.

If you attended induction and started studies on the programme please state any reasons about the programme that have led to you cancelling your offer of a place.

Signature

Date.....

¹ Prospective students who have been offered a place to study on one of our university partners' programmes should use the appropriate form of the University.

² Please note that students who have started on the HND Business programme and been in receipt of at least one payment from the Student Loans Company and had their fee paid should NOT use this form. Such students should withdraw from the programme and discuss the process with their Programme Leader or Cohort Leader