

Undergraduate Home/EU Students –

Guide to your Tuition Fee Invoice

Self/Partial Student Finance Tuition Fee Loan

If you are NOT taking a **FULL** Tuition Fee loan from Student Finance the following schedule is applicable:

Invoicing Schedule 2016/17

Term	Invoice Items	Invoice Date (on or around)	Payment Due
Michaelmas	University Composite Fee – Invoice for 25% of the FULL academic year fee, or 25% of your personal liability	4 th October 2016	14 days from Date of Invoice
Lent	University Composite Fee – Invoice for 25% of the FULL academic year fee, or 25% of your personal liability	17 th January 2017	14 days from Date of Invoice
Easter	University Composite Fee - Invoice for 50% of the FULL academic year fee, or 50% of your personal liability	25 th April 2017	14 days from Date of Invoice

- If you or a family member is responsible for paying your Tuition Fees, your invoice will be e-mailed to your **Cambridge e-mail address** (@cam.ac.uk). Please ensure that you also check your Spam in-box.
- If you are taking a partial Tuition Fee loan you will be invoiced, as per the above schedule for the amount that you are paying yourself. A separate invoice will be sent to Student Finance for your Tuition fee loan amount.
- If you are in receipt of a Bursary or award to cover a proportion of your Tuition Fees you will be invoiced, as per the above schedule, for the amount that you are paying yourself.

Full Student Finance Tuition Fee Loan

If you taking a Tuition Fee loan from Student Finance to cover the FULL amount of your Tuition Fee you will not receive an invoice for your Fees and do not need to take note of the following pages.

IMPORTANT: If a copy of your Student Finance **Financial Notification/Finance Breakdown** has NOT been received in College by 4th October 2016 you will be liable to pay your fees and will be invoiced direct as per the above Tuition Fee schedule.

For further information on understanding your invoices and payment of invoices, please see College website College Life>Finance and Funding and select the appropriate download guide.

SAMPLE Tuition Fee invoice - issued at the start of Michaelmas, Lent & Easter terms

Undergraduate Home/EU students



Murray Edwards
College *founded as New Hall*

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Cambridge CB3 0DF
Telephone: (01223) 762241 Fax: (01223) 763110
Email: student-accounts@murrayedwards.cam.ac.uk
VAT No. 732 1332 75
Registered Charity No: 1137530

Ms. Test Student Room Number Murray Edwards College

Please note that our payment terms are 14 days from issue of invoice

All payments should be made in Pounds Sterling

Invoice

To pay by direct bank transfer (preferred method)

Account Name: Murray Edwards College
Sort Code: 20-17-19 Account No: 60670987
IBAN REF: GB82 BARC 2017 1960 6709 87
SWITFBIC REF: BARCGB22

Cheques made payable to Murray Edwards College

Please reference your College A/c No. (Shown below)

Invoice Number	SLS00017099
Invoice Date	04/10/2016
College A/c No.	STUT0001

Bank details to pay by bank transfer

DATE	DESCRIPTION	AMOUNT (£)
04/10/2016	MT16 University Composite fee	2,250.00

Please quote your College Account number as reference with all payments

Please Note Invoicing Profile:

Michaelmas term: 25% of the total fee (or the proportion of fee you are self-funding)
Lent term: 25% of the total fee (or the proportion of fee you are self-funding)
Easter term: 50% of the total fee (or the proportion of fee you are self-funding)

MICHAELMAS TERM 2016
Tuition Fee Invoice

Payment is due within 14 days of invoice 2250.00

Amount to be paid – please **DO NOT** round Up or Down

REMITTANCE ADVICE - PLEASE DETACH AND FORWARD WITH YOUR PAYMENT

College A/c No.	Date of Issue	Invoice Number	Remittance
STUT0001	04/10/2016	SLS00017099	2250.00

If paying by cheque, please detach and return with payment