

# Terms & Conditions for Clients

## University Preparation Summer Courses 2025



Oxbridge Education International Limited ('Oxford and Cambridge Tutors') is registered in England and Wales, Company No. 11614270 at Unit H, 2<sup>nd</sup> Floor Offices, 40 Murdock Road, Bicester, Oxfordshire, OX26 4PP.

### *Fees and Payment*

- The University Preparation Summer Course fee is payable to Oxford and Cambridge Tutors at the advertised rate, in full, at the time of booking.
- Add-on Packages can be added at the time of booking, or at a later date.
- Add-on Package fees must be paid in full when they are booked.

### *Cancellations, Refunds and Transfers*

- Cancellations should be made in writing to [summerschool@oxfordtutors.com](mailto:summerschool@oxfordtutors.com).
- Week 1: Cancellations received in writing before 29<sup>th</sup> June 2025 for Week 1 will receive a full refund less an admin fee of £75. Cancellations received in writing on or after 29<sup>th</sup> June 2025 but before 13<sup>th</sup> July 2025 will receive a 50% refund. Cancellations made on or after 13<sup>th</sup> July 2025 are non-refundable for Week 1.
- Week 2: Cancellations received in writing before 6<sup>th</sup> July 2025 for Week 2 will receive a full refund less an admin fee of £75. Cancellations received in writing on or after 6<sup>th</sup> July 2025 but before 20<sup>th</sup> July 2025 will receive a 50% refund for Week 2. Cancellations made on or after 20<sup>th</sup> July 2025 are non-refundable for Week 2.
- By default, any credit arising from a full or partial refund will be held as credit towards future tutorials or other services. The Client may request funds to be returned to their bank account by emailing [accounts@oxfordtutors.com](mailto:accounts@oxfordtutors.com). Please include sort code and account number, or for international refunds, IBAN and BIC. Account balance refunds will normally be issued within 14 days.
- A Client may request the transfer of a booking to another student. Oxford and Cambridge Tutors will endeavour to fulfil this request, but please note that this may not always be possible. Transfer requests should be made in writing to [summerschool@oxfordtutors.com](mailto:summerschool@oxfordtutors.com).

### *Non-solicitation*

- The Client must not make private arrangements for tuition with a Tutor introduced by Oxford and Cambridge Tutors. If this obligation is breached, the Client is liable to account to Oxford and Cambridge Tutors for all sums paid to the Tutor without deduction and Oxford and Cambridge Tutors shall be entitled to obtain an injunction against a Client to prevent further breaches. This obligation shall continue notwithstanding termination of this agreement.

### *Liability*

- Oxford and Cambridge Tutors provides a matching service. We interview all our Tutors carefully and collect references, but they are not our employees. It is the Client's responsibility to ensure that adequate adult supervision is in place during the Summer Course.
- Oxford and Cambridge Tutors accepts no liability for any claims by the Client arising out of or related to tutoring by a Tutor introduced by Oxford and Cambridge Tutors.

### *Personal Data*

- All Clients have the right to request to see what data Oxford and Cambridge Tutors holds about them. This may be requested by emailing [info@oxfordtutors.com](mailto:info@oxfordtutors.com); Oxford and Cambridge Tutors will aim to respond within 30 days on payment of an administration fee.
- Oxford and Cambridge Tutors will correct any inaccuracies in the Client's information at the Client's request.
- Oxford and Cambridge Tutors uses Client data to communicate with the Client about the Summer Courses, Additional Support, reports, invoicing and other marketing information about Oxford and Cambridge Tutors' services where relevant. The Client may opt out of this communication at any time; but this may affect the services Oxford and Cambridge Tutors can offer.
- Our GDPR Compliance Statement may be found at [oxfordtutors.com/gdpr](https://oxfordtutors.com/gdpr).

### *General*

- Oxford and Cambridge Tutors reserves the right to alter these Terms and Conditions.
- For any alterations or variations of these Terms and Conditions to be valid, they must first be approved by a Director of Oxford and Cambridge Tutors.
- Unless otherwise agreed in writing by a Director of Oxford and Cambridge Tutors, these Terms and Conditions shall prevail over any other Terms of Business or Conditions put forward by the Client.

### *Approval*

- Acceptance of Oxford and Cambridge Tutors' services will be taken to represent agreement to these Terms and Conditions.