

Lancaster University Contract Terms for 2027-28 year of entry

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Student Contract

1. Definitions:

We will use the below definitions throughout this document to help keep it concise and easy to understand. Every time we use a definition (which can be identified as it will always be in capital letters) it has the specific meaning given to it in the below table.

If there is anything in this document you do not understand, please contact us before accepting your offer so we can explain it to you.

Student Contract:	means the following, together:
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	a. the terms and conditions set out in this document headed Lancaster University Contract Terms for 2027-28 year of entry onwards (we will refer to this as the “Contract Terms”); b. the terms of your student offer and other relevant course information provided to you (we will refer to this as the “Your Offer”); and c. the University’s Regulations, guidelines, rules, codes of practice, policies and procedures, and other documents found or referred to at https://www.lancaster.ac.uk/study/important-information/terms-and-conditions-for-students/ (we will refer to this as the “Regulations”).
Programme:	means your course of study or research.
Registration and Register:	means the process of becoming an official member of the University forming a contract between you, as a registered student, and the University, and through which you become liable for the payment of tuition fees. Further information can be found here: https://www.lancaster.ac.uk/welcome/campus-learners/complete-registration/.

2. Your contract with us is called the “Student Contract” which consists of the Contract Terms, Your Offer, and the Regulations (which are further described in the definition of Student Contract above). The Student Contract establishes a single legally binding agreement between you and the University at the time you accept Your Offer to study your Programme at the University (subject to the conditions in Your Offer being met).
3. Where you do not accept Your Offer, but your conduct demonstrates that you have indicated your acceptance (for example, you attend your lectures and seminars, or sign a student accommodation contract), we will deem that you have accepted the Student Contract in full, and this will establish a legally binding agreement where you will be liable to pay applicable tuition fees (as well as any other fees we have informed you of).
4. These Contract Terms are also published at <https://www.lancaster.ac.uk/study/important-information/terms-and-conditions-for-students/> . Where there is a discrepancy between what Your Offer says, and what the Contract Terms say, Your Offer will apply over the Contract Terms. We will act fairly and reasonably in resolving such discrepancies.

5. You must read all of the Student Contract and all other information provided to you. This is because you will be subject to the Student Contract for the full duration of your Programme.
6. The Student Contract is governed by English law and wherever you live you can bring claims against us in the English courts. If you live in Wales, Scotland or Northern Ireland, you can also bring claims against us in the courts of the country you live in. We can claim against you in the courts of the country you live in.
7. Lancaster University has a duty to comply with financial sanctions rule enforced by the UK government. This means financial transactions with countries, businesses or individuals that are subject to sanctions will require additional checks by the University. If these checks are not satisfactory, we may have to terminate your Student Terms. We will refund any payments you have made in this situation less your deposit.
8. We may be required to carry out a risk assessment depending on whether your country is listed as 'Higher Risk' (see the guidance on the Government's website on [Money Laundering Advisory Notice: High Risk Third Countries](#)) or is subject to economic or political uncertainty. You will be required to provide your consent to this and, if refused, this may prevent you from Registering.

Admissions

9. Your eligibility to Register with, and become a student of, the University is governed by the University's Admissions Policy which states the University's policy on undergraduate and postgraduate admissions to full-time and part-time degree programmes, including routes for feedback and complaints, and is available to view on the ['Policies and Regulations' section of the University's Advice, Support and Knowledge \(ASK\) portal](#).
10. The University has a specific policy and procedure for students under the age of 18 at the date of their Registration with the University. Where applicable, your admission will be subject to the [Policy for the admission of students under the age of 18](#) (see ['Policies and Regulations' section of the University's Advice, Support and Knowledge ASK portal](#).) You must meet all requirements set out in this policy before you will be permitted to Register with the University.
11. Key information for undergraduate applicants and offer holders is set out on the University's Undergraduate Admissions webpage at <https://www.lancaster.ac.uk/study/undergraduate/after-you-apply/>.
12. Key information for postgraduate applicants and offer holders is set out on the University's Postgraduate Admissions webpage at <https://www.lancaster.ac.uk/study/postgraduate/after-you-apply/>. For postgraduate offer holders, any additional information specific to individual postgraduate programmes will be indicated in Your Offer.

13. We may require you to pay a deposit for certain postgraduate programmes and/or categories of student. Where Your Offer requires a deposit to be paid, payment of your deposit will amount to acceptance of Your Offer, unless you otherwise accept. Any deposit will be deducted from the total fee payable at Registration. Interest is not paid. If we do not receive a valid payment in cleared funds to the value in pound sterling (GBP) required in Your Offer by the date indicated, we will not be able to guarantee you a place on your Programme. Information on the payment of deposits and deposit refunds can be found at <https://www.lancaster.ac.uk/study/fees-and-funding/deposits-payments-and-refunds/>.
14. A non-refundable application fee may be required for certain postgraduate programmes. This will be detailed in your Offer letter. You must pay the application fee on the application portal at the point of submitting your application to study with us. Your application will not be considered if we do not receive a payment in cleared funds to the value in pound sterling (GBP) stated on the application portal.
15. If your offer is conditional on you meeting the conditions in Your Offer (including entry requirements or obtaining satisfactory approvals, e.g. Disclosure and Barring Service (DBS) check.) The University will decide if any information revealed is unacceptable or incompatible with a place on the programme. You will be informed if Your Offer is withdrawn, and the Student Contract between you and the University will terminate.
16. At the point of Registration, you (or a nominated third party acting on your behalf) become responsible for paying tuition fees.
17. All undergraduate applicants holding offers from the University for study at the Bailrigg campus will receive information from the University's Accommodation Office outlining their options and the next steps that need to be taken in applying for accommodation. Information will be sent to postgraduate offer holders automatically after Your Offer has been accepted. This does not apply if you have been:
- a. accepted onto a distance-learning or part-time programme; or
 - b. Your Offer states that you will be studying away from the University.
- As highlighted in paragraph 56 below, accommodation is offered under a separate agreement to the Student Contract. The accommodation terms and conditions can be found here <https://www.lancaster.ac.uk/accommodation/terms-and-conditions/>.
18. Your Offer for a place on a course may contain condition(s) of entry. Any condition(s) of entry to the University included in an offer shall be valid for the academic year of entry you have applied for. Should an offer be deferred beyond that academic year, such condition(s) may be subject to reasonable changes as determined by the University such as requirements relating to English Language proficiency or a (DBS) check (for criminal records.) Any such changes will be communicated to you prior to the commencement of your deferred studies.

19. As part of your Programme you may study as part of your degree away from Lancaster University at approved exchange partners of the University or one of the University's overseas campuses. The University's Student Contract (including Regulations relating to the academic standards, monitoring, progression and assessment of your award, which also includes interruption, withdrawal, complaints and appeals) will apply even when you are studying in another location. You must continue to engage with the University in accordance with the University's required processes whilst you are studying away from the University. You may also have to agree to additional terms and conditions in relation to your placement, for example, the terms and conditions of a visiting student. Further information regarding overseas study placements, including the application process and fees, can be found on the ['Study Abroad' section of the University's Advice, Support and Knowledge \(ASK\) portal](#).

Right to withdraw

20. Where you Registered online or remotely, you can cancel your Student Contract within 14 days of accepting Your Offer. This is your "statutory "cooling off period." If you cancel your place within the cooling off period, you (or your sponsor) will receive a refund of any tuition fees paid to the University less any non-refundable deposit you have paid. To cancel your place, you must notify the University in writing. We can provide you with a cancellation form if you require one.
21. The cooling off period does not apply to students who Register in person.
22. In addition to your statutory rights, the University will allow you to change your mind about studying at the University up to 14 days from the beginning of the first academic term of the first academic year of your Programme (we will refer to this as the "**Registration Cut Off**"). You (or your sponsor) will not be charged tuition fees and the University will refund any tuition fees paid less any non-refundable deposit you have paid if you cancel prior to the Registration Cut Off.
23. Where you cancel in accordance with this section, you will remain responsible for any accommodation (in accordance with the terms of your accommodation contract) or other payments due to the University.
24. Full details of the charges made for withdrawal after the Registration Cut Off are detailed in the Undergraduate and Postgraduate withdrawal and tuition fee policies that form part of the Student Contract. If you are considering withdrawing, you are strongly encouraged to discuss the implications in advance with relevant University staff in Student and Education Services, and with anybody paying fees on your behalf (e.g. sponsor/employer/funding body), since such decisions may have significant financial implications.

25. Tuition fee deposits are not normally refundable. The University's policy on deposit payments and refunds can be found at: <https://www.lancaster.ac.uk/study/fees-and-funding/deposits-payments-and-refunds/>.
26. Students enrolled on a Programme lasting more than one academic year are required to re-Register each academic year to confirm their continued commitment to the Programme. This annual re-registration does not affect or alter the Student Contract, which remains in effect for the duration of the Programme.

Fees and Fee Setting (including refunds)

27. You will become liable for the full tuition fee on Registration. The way your fees are collected will depend on your funding arrangements:
- Self-funded students will receive an invoice and payment must be made according to the terms specified on the invoice that is provided or made available to you.
 - Students with an external sponsor will have invoices issued directly to their sponsor for their portion of the tuition fees, and we will issue invoices to the remaining tuition fees to you. You, and your sponsor, will be asked to provide proof of funding prior to the issue of invoices. We will follow up with your sponsor for payment up to 45 days after the debt was due to be paid (see the <https://portal.lancaster.ac.uk/ask/tuition-fees/> and <https://portal.lancaster.ac.uk/ask/administration/policies-and-regulations/#d.en.531659> (Penalties for non-payment) for more information). After 45 days, if your sponsor has not paid their portion of the tuition fees they agreed to pay, the liability to pay those tuition fees will be transferred to you and will be your responsibility. It is therefore important that you ensure your sponsor will be able to pay your tuition fees. Further information can be found within the 'penalties for non-payment' section within the 'money policies' section of the University's Advice, Support and Knowledge (ASK) portal: <https://portal.lancaster.ac.uk/ask/administration/policies-and-regulations/>.
 - Details in relation to the proof of sponsorship documentation can be found here: <https://portal.lancaster.ac.uk/ask/tuition-fees/>.
 - Students whose tuition fees are paid through a Student Loan from the Student Loans Company will not receive an invoice. The University will collect payment directly from the Student Loans Company, subject to confirmation of your funding.
 - Students awarded a University bursary, scholarship or other financial support will receive details of the award separately and how this will be administered by the University, and any additional terms that you may need to comply with specific to the funding. Any bursary or scholarship will be applied in accordance with its terms

and any remaining tuition fee balance will be payable by you or your approved funding source.

Further information can be found here [Scholarships and Bursaries - Lancaster University](#).

28. You will be expected to pay your tuition fees in accordance with payment due dates set out on the University website, unless you have come to a formal arrangement with the University to pay in more regular instalments or have a pre-agreed payment plan.
29. The University may refuse to Register you if, on request before or at the time of Registration, you are unable to show that you have, or may reasonably expect the means, to pay your tuition fees and meet other financial commitments whilst a student. The University's requirements on the payment of fees can be found in the Manual of Academic Regulations and Procedures (MARP) and the Policies and Regulations page of the ASK portal:
<https://portal.lancaster.ac.uk/ask/administration/policies-and-regulations/>
30. If you do not pay your tuition fees in full or on time, you may not be allowed to progress on your Programme and your Student Contract may be terminated. The University may also take legal action against you to recover any unpaid fees. If you do not pay any other (non-tuition) fees or other sums you owe (in particular, your accommodation fees), the University, or accommodation provider if different, may take action to recover those sums and/or apply appropriate sanctions.
31. Where a tuition fee is being paid by a sponsor, the University will continue to chase the sponsor for payment up to Stage One of the University's debt management procedures (delayed by 1 - 45 days), after which the liability will revert to the student and payment will become your responsibility. To be clear, whilst a sponsor might be paying your tuition fees, the Student Contract is with you directly and you are solely liable for payment of the tuition fees. The University's debt management procedures and penalties for non-payment of tuition fees are set out on the 'money policies' section of the University's Advice, Support and Knowledge (ASK) portal:
<https://portal.lancaster.ac.uk/ask/administration/policies-and-regulations/>.
32. The tuition fees for the first year of your course for your year of entry and any other costs associated with the course can be found in Your Offer. The University will not increase the tuition fee you are charged during the course of an academic year. Details generally in relation to tuition fees, and specifically in relation to tuition fees in subsequent years of study, are available in the [Fees and Funding](#) and [Fees in Subsequent Years](#) pages via the [Fees and Funding pages of the University's website](#).
33. Tuition fees do not include any charges for accommodation, catering, examination re-sits, extensions to the designated period of study, travelling expenses and

requirements which may be related to your Programme (e.g. the cost of field trips, research fees, visa charges, membership for the sports centre, Student Union Membership, etc.). Charges related to your Programme are detailed on the Programme webpages found [Undergraduate courses - Lancaster University](#) and [Postgraduate courses - Lancaster University](#) and your Programme Handbook.

34. Information on tuition fees and other relevant charges, including how they may increase for subsequent years of your Programme and how they should be paid, is set out in the [‘Tuition Fees Guide’ on the University’s Advice, Support and Knowledge \(ASK\) portal](#).
- More detailed information on undergraduate and postgraduate tuition fees is set out in the [‘Tuition Fees Guide’ on the University’s Advice, Support and Knowledge \(ASK\) portal](#).
 - The Undergraduate Withdrawal and Tuition Fee Policy is available on the [‘Money Policies’ section of the University’s Advice, Support and Knowledge \(ASK\) portal](#).
 - The Postgraduate Withdrawal and Tuition Fee Policy is available on the [‘Money Policies’ section of the University’s Advice, Support and Knowledge \(ASK\) portal](#).
 - The Refund and Reimbursement Policy (non-continuation of course by the University) is available on the [‘Money Policies’ section of the University’s Advice, Support and Knowledge \(ASK\) portal](#).

Academic Regulations and Procedures

35. Your rights and obligations with respect to academic matters can be found in the [Manual of Academic Regulations and Procedures \(MARF\) on the ‘Policies and Regulations’ section of the University’s Advice, Support and Knowledge \(ASK\) portal](#) (“MARF”). MARF ensures that all students are treated in a fair way. They describe the academic conduct expected of the University’s students and staff, and include the University’s Regulations which govern its academic provision, and includes information on attendance, assessment, academic malpractice (such as cheating, collusion and plagiarism) and academic appeals. The academic quality management framework described in the MARF and the regulations and procedures contained or referenced in it apply to all categories of students, all academic programmes, and all types of award except where special regulations have been approved through the appropriate channels for specific types of provision, programmes, awards or for specific groups of students.
36. If you breach the regulations set out in the MARF, you may be subject to academic disciplinary processes (e.g. in relation to plagiarism, cheating in examinations). In such cases the sanctions can range from reductions in your marks, not being allowed to progress to the next stage of the Programme, a requirement to repeat assessments and, depending on the seriousness of the misconduct, this may lead to your exclusion from the University, in which case you may not complete the course or receive the award for which you have Registered. Where you are excluded due to misconduct, you will not be entitled to a refund of your tuition fees.

Academic Appeals Procedure

37. The University's regulations and procedures in relation to academic appeals are available in MARP. Detailed guidance for students on how to complete the academic appeal procedure can be found on the ['Student Complaints and Appeals' section of the University's Advice, Support and Knowledge \(ASK\) portal.](#)

Delivery, changes to Programmes and Modules

38. The University may need to make changes Programmes, modules or their delivery where there is clear academic, regulatory, operational or legal justification. This may include changes arising from:
- a. the unavailability of key teaching staff – if key staff leave or are absent, we may have to change our method or time of delivery of content;
 - b. changes in the University's facilities or availability to the extent that the quality of the teaching would be affected to the detriment of the students;
 - c. changes or developments in knowledge, teaching or assessment methods or other enhancements to programmes which may include restructuring, removal or addition of content;
 - d. changes required to meet external requirements including but not limited to conditions imposed by accrediting bodies, changes in legislation or other statutory requirements;
 - e. necessary changes to the University's statutes, ordinances, regulations, policies and procedures, or the outcome of an internal regulatory, financial or policy review, for example a review of the financial sustainability of a programme;
 - f. industrial action outside of the University's control, although the University will take actions to mitigate the impact of this on the student experience;
 - g. severe weather, fire, civil disorder, political unrest, government restrictions;
 - h. public health concerns, which might make delivery of any course, Programme or module unsafe.
 - i. Emergency situations, such as the University suffering a cyber-attack;
 - j. where a course or part of it is under or over-subscribed to the extent that the quality of teaching would be affected to the detriment of the students;
 - k. Varying the location at which the course is provided or the examination is taken; and
 - l. Varying the way in which assessments are carried out, adding or removing modules, or otherwise altering the Programme timetable.
39. The University will make such changes in a manner that is fair, transparent and proportionate. Before implementing any material change, the University will consider the likely impact of any change on the students affected, consult them where appropriate, and take all reasonable steps to avoid or minimise adverse effects, and provide clear and timely information about the proposed change, the reasons for it,

and any available alternatives or support. Any changes will be made in accordance with the University's obligations to treat students fairly throughout their relationship with the University. Guidance on the definitions and processes associated with minor and major revisions to programmes and modules is available at <https://www.lancaster.ac.uk/academic-standards-and-quality/programme-design-and-approval/>.

40. The University will continue to develop its curriculum to ensure that its education offer remains distinctive, attractive and inclusive for all students, while streamlining its design, shape and delivery. This ongoing work may affect the shape of a student's curriculum where their period of study extends to academic year 2028–29 or subsequent years. Any such changes will be communicated clearly and will not affect students' contractual rights.
41. The University undertakes forward planning and, ordinarily, where a decision is taken to cease providing a course or module, or to withdraw from provision at a particular location, Registered students currently on course will be taught to the conclusion of their studies and/or consulted on the change.
42. Office for Students requires the University to publish an approved Student Protection Plan, which sets out the University's assessment of, and mitigation for, the risks which could affect the continuation of study for the University's students. You can find Lancaster University's current approved plan on the ['policies and regulations' section of the University's Advice, Support and Knowledge \(ASK\) portal](#).

Student Discipline Regulations

43. You are required to act within the Student Discipline Regulations of the University which are subject to UK laws but take precedence over any other University code of practice or rules: <https://www.lancaster.ac.uk/media/lancaster-university/content-assets/documents/strategic-planning--governance/publication-scheme/5-our-policies-and-procedures/Student-Discipline-Regulations.pdf>.
44. The expectation of the University is that all students conduct themselves appropriately and in accordance with all relevant regulations and policies, including the University's Student Sexual Misconduct Policy, which can be viewed on the ['Policies and Regulations' section of the University's Advice, Support and Knowledge \(ASK\) portal](#). Section 4 of the Student Discipline Regulations, entitled 'Breaches of the Regulations' provides examples of acts or omissions which may be considered breaches. A range of sanctions from summary fines, suspension of studies (intercalation) up to and including exclusion from the University and Your Offer being rescinded in the most serious of matters. If you are excluded, you may not receive your degree for which you have Registered. The Student Discipline Regulations can be viewed on the ['Policies and Regulations' section of the University's Advice, Support and Knowledge portal](#).
45. The University recognises AI and Generative AI tools may be used by staff and students to support learning, teaching and research. Generative AI is a type of artificial

intelligence that can create new, original content rather than simply analysing or classifying existing information. The University encourages the appropriate application and associated research of AI and Gen AI tools. You must use Generative AI in a responsible and ethical manner. You are responsible for ensuring that all work you submit for assessment, or otherwise present as your own, is your own original work and does not contain Generative AI which can be classed as plagiarism or other forms of academic misconduct. Students are expected to comply with the [University's Position on Artificial Intelligence](#).

Complaints

46. Applicants have the right to complain if they believe that the admissions process has not met the appropriate standard or if they believe that a procedural irregularity has affected the outcome of their application. Full details of the complaints process can be found in the University's Admissions Policy on the ['Policies and Regulations' section of the University's Advice, Support and Knowledge \(ASK\) portal](#).
47. Registered students can access the complaints procedure on the ['Student Complaints and Appeals' section of the University's Advice, Support and Knowledge \(ASK\) portal](#).

Academic Freedom and Freedom of Speech

48. At Registration, all students must read and accept the University's Values documented in the [University's Strategy](#), and other related documents including the Dignity in Student Life Policy and the Code of Practice on Freedom of Speech. The Student Bullying and Harassment Policy can be viewed on the ['policies and regulations' section of the University's Advice, Support and Knowledge \(ASK\) portal](#), and the Code of Practice on Freedom of Speech can be viewed on the ['codes of practice and conduct' section of the University's Advice, Support and Knowledge \(ASK\) portal](#). Guidance on Academic Freedom & Free Speech at the University can be found on the [Academic Freedom and Free Speech - Lancaster University](#) pages. We will comply with or statutory duties in the Higher Education (Freedom of Speech) Act 2023.
49. In particular, you must confirm your awareness of i) the fact that the University is an inclusive community of communities, where people are to be treated with dignity and respect and where no one is disadvantaged because of who they are; ii) the expectation that you will treat others fairly, display courtesy and respect in all interactions, value differences in others and the contribution they make, and work and study within the University on a co-operative basis; and, iii) that the University is committed to academic freedom and free speech within the law and that valuing diversity of thought, belief and background is fundamental to the collective intellectual development of our academic community.
50. In addition, you should note that you will be asked to complete a number of short compulsory training modules relevant to the University's Values, in particular the University's expectations around the respect for and treatment of others. You must

confirm at Registration that you understand that if you do not complete these training modules, you may be subject to sanctions as outlined in the [Student Discipline Regulations](#) (see clause 7.5.15) and in the event that you are subject to a disciplinary sanction for a relevant offence, the determination of any sanction imposed may take into account completion/non-completion of these modules.

Code of Conduct on Protests

51. The Code of Conduct on Protests sets out the University's approach to accommodating protest and/or demonstrations and identifies matters which must be considered when a protest is being arranged. The code, which may be subject to periodic updates, can be viewed on the '[codes of practice and conduct](#)' section of the [University's Advice, Support and Knowledge \(ASK\) portal](#).

Duty of Care

52. It is important that you note the extent, and also the limits, of the University's duty of care in relation to students' health and well-being. The University has a duty of care to its students under Health and Safety and Equality legislation. However, universities are not expected to develop or deliver bespoke physical health or mental health treatment services as they are not statutory health bodies and do not have the competence to deal with the most serious cases. Nevertheless, Lancaster University provides a range of mental health and wellbeing support services to its students from a number of different sources. These can be viewed on the '[wellbeing](#)' section of the [University's Advice, Support and Knowledge \(ASK\) portal](#), however, it is important you note that, in the most serious cases, these services will refer students to the statutory health bodies with the competence and expertise to deal with such matters.

Lancaster University Students' Union

53. All students become members of Lancaster University Students' Union (LUSU) by default at Registration. Detailed information about LUSU can be found via their website here: <https://lancastersu.co.uk/>. Students may choose to opt out of membership by writing to the Director of Strategic Planning and Governance <https://www.lancaster.ac.uk/strategic-planning-and-governance/meet-the-team/>. Information on students' rights to opt out can be found at <https://www.lancaster.ac.uk/welcome/support-for-students/your-right-to-opt-out/>.
54. The University has developed a code of practice with Lancaster University's Students' Union, which can be viewed on the '[codes of practice and conduct](#)' section of the [University's Advice, Support and Knowledge \(ASK\) portal](#). The Code of Practice sits alongside the Students' Union Articles of Association (or in other words its constitutional rules) and complements the Students' Charter. The Students' Union Articles of Association can be viewed on the [Students' Union's website](#).

Other contracts

55. Your rights and obligations with regard to University services can be found on the relevant services' webpages. These will be subject to separate agreements. In particular please note the user arrangements for the following key services:
- a. Accommodation: <https://www.lancaster.ac.uk/accommodation/terms-and-conditions/>
 - b. Catering contracts: <https://www.lancaster.ac.uk/eat/discounts/freedom/freedom-tcs/>;
 - c. Pre-school Centre: <https://www.lancaster.ac.uk/pre-school/about-us/useful-information/terms--conditions/>; and
 - d. Sports Centre Membership: [Memberships - Lancaster University](#).

Personal Light Electric Vehicles

56. Under the UK Road Traffic Act, privately owned electric scooters and electric skateboards are illegal to use on UK highways. This includes public roads, pavements and cycle paths. To maximise road safety and legal compliance, the use of electric scooters and electric skateboards is not permitted on campus. This applies whether on campus roads, cycle paths, footpaths or other pedestrian areas.

Visas and immigration

57. If you are a national of a country that is or becomes subject to UK immigration control, you will need to evidence at the point of Registration and whenever requested by the University during your programme that:
- a. you have a valid immigration status which permits you to undertake and continue your proposed programme at the University; and
 - b. you have clearance under the Academic Technology Approval Scheme (ATAS) if this is required for your particular programme at the University. The government's guidance can be found at <https://www.gov.uk/guidance/academic-technology-approval-scheme>.

To apply for a Student visa, the University must sponsor you, and you cannot use an existing Student visa issued for another institution. You will be responsible for ensuring that you comply with the terms of your Student visa whilst studying at the University, including requirements for attendance. If you choose to take up paid employment on a part-time basis, you must ensure that such work does not exceed the amount allowed by law. More information about applying for Student visas and Short-Term Study visas, and your responsibilities as a visa holder can be found on the ['visas and immigration' section of the University's Advice, Support and Knowledge \(ASK\) portal](#).

Liability

58. **Applicants' and registering students' attention is specifically drawn to this section:**

- a. Nothing in the Student Contract is intended or shall operate to exclude or limit the University's liability for:
 - i. fraud or fraudulent misrepresentation (where the University makes a false statement of fact made knowingly, without belief in its truth, or recklessly as to whether it would be true or false, and that induced you to enter into this contract);
 - ii. death or personal injury caused by negligence of the University or its employees; or
 - iii. your statutory rights as a consumer.
- b. The University takes reasonable care to ensure the safety and security of its students whilst on the University's campus and/or whilst using the University's services. However, the University cannot accept responsibility, and expressly excludes liability, for loss or damage to (or theft of) your personal property (including computer equipment and software). In light of this you are advised to insure your property against theft and other risks. The University shall not be held responsible for any injury to you (financial or otherwise), or for any damage to your property, caused by another student, or by any person who is not an employee or authorised representative of the University.
- c. The University will not be liable for any delay or failure to perform any obligations under the Student Contract where such delay or failure is caused, contributed to or made worse by any act, circumstance or event beyond the University's reasonable control. This may include but is not limited to events such as acts of God, war, terrorism, fire or flood caused by something other than the University's negligence, storm, a new pandemic or other epidemic or a change or adverse development in an existing pandemic or other epidemic, a new law or Government restriction or a change in an existing law or Government restriction and national. However, should the University be subject to one of these described events, it will take reasonable steps to minimise the disruption to your studies.
- d. The University and you will cooperate and act in good faith in notifying and seeking to discuss and resolve disputes in a time and cost-efficient manner.

Intellectual Property rights

59. As a general principle, the University recognises that each student is the owner of the intellectual property s/he/they creates in the course of his/her/their studies, however, this is subject to exceptions. Please see the [Intellectual Property Regulations for Students on the 'policies and regulations' section](#) of the University's Advice, Support and Knowledge (ASK) portal for more details.

Data Protection

60. The Student Privacy Notice provides information on how the University complies with the UK General Data Protection Regulations. The Privacy Notice details the legal bases for the processing of your personal data, the categories of personal data held, the purposes for which such data is held, the safeguards in place to secure your personal data, organisations to whom the University may disclose your personal data, and students' rights and responsibilities in relation to their personal data. Further details can be found in the University's Student Privacy Notice on the ['Data Protection and GDPR' section of the University's Advice, Support and Knowledge \(ASK\) portal](#).
61. The University uses third-party organisations to provide some of its information systems services for students. In some cases, this may involve sharing the minimum required personal data with these third parties to enable their provision of service to students.

Consumer rights

62. Further guidance on your consumer rights as a student are on the Students' Consumer Rights page at <https://www.lancaster.ac.uk/study/undergraduate/admissions/terms-and-conditions-for-students/students-consumer-rights/>. The Office for Students also provides further detail in your consumer rights: [Consumer protection for students - Office for Students](#).

How the agreement under the Student Contract may end

63. The University may terminate the Student Contract if:
 - a. You do not meet, or cease to meet, any condition(s) of Your Offer to study at the University;
 - b. You do not Register with the University in accordance with the Student Contract;
 - c. You require a visa to enable you to be in the UK to study, but you are not in possession of the required or correct visa or immigration permission to study on your course at the University, or you fail to meet the requirements of your visa;
 - d. The University has reason to believe that you have not supplied accurate and complete information and/or have supplied false or misleading information relating to your application to the University or relevant changes in your circumstances (i.e. criminal convictions);
 - e. Your academic performance is not satisfactory as specified in the relevant section of the Manual of Academic Regulations and Procedures after the University has complied with its procedure around unsatisfactory performance (see: <https://portal.lancaster.ac.uk/ask/marp/>);

- f. You are excluded from the University for breach of the academic or non-academic disciplinary regulations, or in relation to Fitness to Practise, Fitness to Study, attendance after the University has complied with the relevant exclusion procedure as set out in the policies referenced the Student Discipline Regulations - [‘Policies and Regulations’ section of the University’s Advice, Support and Knowledge portal](#);
- g. You do not pay your tuition fees in accordance with the invoice sent to you and such fees remain overdue at least 30 days after first written notice of the fees being overdue;
- h. You materially breach the Student Contract concerning any matter not covered above in paragraph 49 of the Student Contract and do not resolve such breach (where resolvable) within 30 days of first written request from the University; or
- i. Any combination of the above applies.

A decision requiring you to leave the University will only be taken in accordance with the relevant procedure and subject to a right of appeal.

Notices and communication

64. Any notice or other information that is required to be given by either the University or you relating to the Student Contract between the University and yourself must be in writing and may be given by hand or sent by post or email. You will be responsible for informing the University of any change in your contact details.
- The University’s address is: Lancaster University, University House, Bailrigg, Lancaster LA1 4YW.
 - The telephone number for Lancaster University is +44 (0)1524 65201.
 - <https://www.lancaster.ac.uk/about-us/contact-us/> for our email details.

Regulation of University Activities

65. The University is regulated by the Office for Students (<https://www.officeforstudents.org.uk/>) and is also required to comply with quality standards established by the Quality Assurance Agency ([UK Quality Code](#)) Under the Higher Education and Research Act (HERA) 2017, the University is required to be a member of the Office of the Independent Adjudicator (OIA), the independent student complaints scheme for higher education (<https://www.oiahe.org.uk/>).

General

66. The University and you will act in good faith and fully cooperate to apply (and act in accordance with) the Student Contract.

67. If any content of the Student Contract is or becomes invalid or unenforceable for any reason: (i) that content shall be deemed changed (or, as a last resort, deleted) to the minimum extent necessary so that it becomes and remains valid and enforceable; and (ii) in any event the validity or enforceability of the other aspects of the Student Contract shall not be adversely affected.
68. Even if we delay in enforcing the Student Contract, we can still enforce it later. We might not immediately chase you for not doing something (like paying) or for doing something you're not allowed to, but that doesn't mean we can't do it later. Nobody else has any rights under the Student Contract. The Student Contract is between you and us. Nobody else can enforce it and neither of us will need to ask anybody else to sign-off on ending or changing it.
69. You cannot transfer the Student Contract to someone else because of the personal nature of the Student Contract.
70. Your rights or claims (and the University's rights and claims) under the Student Contract will apply without reducing or harming the meaning or application of any other right or claim of that party under the Student Contract.