

## **Refer a Friend – Terms and Conditions**

1. The Refer a Friend promotion is open to people who are currently studying at the Oxford Business College ("OBC", "College", "We") and Alumni of the College. The eligible courses for the Refer a Friend Promotion are limited to "BA (Hons) in Business Management with Foundation Year" and "HND Business".
2. The participant ("Participant") must be a current student at the College or must have been registered as a student at the College in the past and must refer a friend ("Friend") in order to qualify for this promotion.
3. Employees or agencies of OBC, its group companies or their family members, or anyone else connected with the Promotion ("Promotion") cannot enter.
4. By entering the Promotion, Participants and Friends shall be deemed to have accepted these Terms and Conditions.
5. The College reserves the right to revise and amend these Terms and Conditions from time to time at its own discretion.
6. To enter this Promotion, the Participant is required to either:
  - Email us on [admissionsuk@oxfordbusinesscollege.ac.uk](mailto:admissionsuk@oxfordbusinesscollege.ac.uk) with subject line as "Referring a Friend" and a member of the admissions team will arrange a meeting or call you to go through the steps;
  - OR
  - Call our Admissions Officers on 07818691911 / 07553080148, who will go through the steps with you;
  - OR
  - Register your friend on our admissions portal ([www.oxfordstudy.com](http://www.oxfordstudy.com)) making sure to put your name as the 'Source';
  - OR
  - Ask your friend to register on our admissions portal ([www.oxfordstudy.com](http://www.oxfordstudy.com)) making sure they put your name as the 'Source'.
7. Entries outside of the above methods will be deemed invalid.
8. Rewards can only be claimed should a Friend successfully enrol on an eligible course at OBC as stated above.
9. The purchase of individual modules is not included with this Promotion.
10. There is no limit to how many Friends a Participant can refer through this promotion.
11. The Participant will receive a referral fee of two hundred and fifty pounds (£250) for every referred Friend if all conditions outlined in this document are met.

12. The prize will be issued on a one-course-per-friend basis. Students and Alumni can claim only one prize per friend referred to OBC. Friends that study multiple courses at the College will not receive multiple prizes.
13. Referral fees are to be collected within 12 months of sending the confirmation email requesting reward collection.
14. The Participant is not eligible to claim the Prize if the Friend is unable to commence or continue study on the course for any reason, such as withdrawing from the course or being expelled from the College.
15. The 'Friend' referred must be a new student to the college. Referrals of existing students onto the Top Up programmes and past enrolled students who wish to return will be deemed invalid.
16. The Participant will not be entitled to receive the referral fees if the College has not received at least 25% of their tuition fees.
17. The Prize will need to be collected by the Participant from the College's main campus located at 65 George Street, Oxford, OX1 2BQ. Requests for referral fee collection at other campuses can be made on request to [admissionsuk@oxfordbusinesscollege.ac.uk](mailto:admissionsuk@oxfordbusinesscollege.ac.uk).
18. The Participant and/or the Friend may be asked to take part in promotional activity related to the Promotion. Any request will only be actioned following explicit consent from the Participant and Friend. Consent is recorded by completing our "Consent form for film/video, audio & photography with notice of copyright" form.
19. OBC shall use and take care of any personal information you supply to it as described in its GDPR Privacy Policy, GDPR Privacy Notice, Consent form for film/video, audio & photography with notice of copyright, and in accordance with the General Data Protection Regulation (GDPR). By entering the Promotion, Participants agree to the collection, retention, usage and distribution of personal information in order to process and contact them about their Prize entry.
20. OBC accepts no responsibility for any damage, loss, liabilities, injury or disappointment incurred or suffered by Participant and Friend as a result of entering the Promotion or accepting the prize. OBC further disclaims liability for any injury or damage to yours or any other person's computer relating to or resulting from participation in or downloading any materials in connection with the Prize. Nothing in these Terms and Conditions shall exclude the liability of OBC for death, personal injury, fraud or fraudulent misrepresentation as a result of its negligence.
21. OBC reserves the right at any time and from time to time to modify or discontinue, temporarily or permanently, this Promotion with or without prior notice due to reasons outside its control (including, without limitation, in the case of anticipated, suspected or actual fraud). The decision of OBC in all matters under its control is final and binding and no correspondence will be entered into.

22. OBC shall not be liable for any failure to comply with its obligations where the failure is caused by something outside its reasonable control. Such circumstances shall include, but not be limited to, weather conditions, fire, flood, hurricane, strike, industrial dispute, war, hostilities, political unrest, riots, civil commotion, inevitable accidents, supervening legislation or any other circumstances amounting to force majeure.
23. The Prize Promotion will be governed by English law and entrants to the Prize submit to the exclusive jurisdiction of the English courts.
24. If you have any questions about how to enter or in connection with the Refer a Friend Promotion, please email us at [admissionuk@oxfordbusinesscollege.ac.uk](mailto:admissionuk@oxfordbusinesscollege.ac.uk) with "Refer a Friend Campaign" in the subject line.