



Online Master's Students – Sponsorship Agreement Letter

This agreement letter is to be completed by an organisation wishing to sponsor a University of Bath student studying on one of the [100% Online Master's courses](#). The form can also be used to confirm a change in an existing approved sponsor's details, e.g. change of address.

The University will use the completed form to carry out due diligence including Anti-Money Laundering and Sanctions checks. If the University approve the organisation as a sponsor, the sponsor will be linked to the student and will later receive an invoice for their sponsorship contribution. The University reserves the right at its sole discretion to reject any sponsorship request.

Payment should not be made in advance of the University issuing an invoice. Invoices are to be paid by direct bank transfer to the bank details provided on the invoice.

Completed forms must be sent direct to online-applications@bath.ac.uk.

<u>Sponsoring Organisations Details</u>			
Name of Organisation:			
Address (Head Office):		Postal Code / ZIP / PIN:	
		Country:	
Website:		Telephone:	
Company Registration number:		Relationship to student:	
Paying bank account name:		Bank country:	
Paying bank account number:		IBAN (If applicable):	
<u>Information for Invoice</u>			
Invoice address (if different to above):		Postal Code / ZIP / PIN:	
		Country:	
Generic Finance e-mail address to send invoice to:		For the attention of: (department/ person)	
Purchase Order number (please send the PO with this form):		Generic Finance phone number for queries:	

<u>Sponsorship Details</u>			
Student / applicant number:		Student / applicant name:	
Name of 100% Online Master's course			
Total sponsorship value: (Minimum value of one unit. Part-unit payments are not possible)	£	Payment schedule: Payment should normally be made in full via a one-time payment.	<input type="checkbox"/> One-time payment <input type="checkbox"/> Unit by unit <input type="checkbox"/> Annual <input type="checkbox"/> Other – please specify:
Name of units sponsored (if not sponsoring whole course):			

<u>Declarations</u>	Please tick each box The organisation understands and agrees:
The information provided is complete and correct.	<input type="checkbox"/>
The information provided may be used to carry out the University's Anti Money Laundering checks.	<input type="checkbox"/>
Payments will be made to the University's bank account stated on the invoice from the sponsor's bank account stated above.	<input type="checkbox"/>
Payments are non-refundable except in accordance with the terms and conditions for tuition fee payments for online courses.	<input type="checkbox"/>
The University must report any suspicious activity found to the National Crime Agency.	<input type="checkbox"/>

<u>Details of person completing the form</u> (this must be completed by the organisation, not the student)			
Name:		Position in organisation:	
Contact e-mail:		Date completed:	
Signature:			