

THE
NATIONAL
CHILDREN'S CHOIR
of GREAT BRITAIN

**COURSE PAYMENTS TO
THE NATIONAL CHILDREN'S CHOIR OF GREAT BRITAIN**

1. **Registration fee**
Returning choir members
A registration fee of £75 per course is payable in the preceding November; this fee secures the choir member's place for the following year.
New choir members
New choir members must pay £75 per course registration fee for the following year when they accept their place in NCCGB.
2. **Course Deposit**
The non-refundable course deposit, £100, is due twelve weeks before the course.
3. **Balance Payment**
The balance payment is due six weeks before the beginning of the course. If, due to some unforeseeable circumstance, the place must be cancelled up to four weeks before the course, 50% of the balance payment will be credited against the next course. If a place is cancelled within four weeks of the beginning of the course, no refund can be made.
4. **Late Payments**
Course payment dates are circulated to parents via email and are available in the Choir Diary on the NCCGB website. If there is more than one late payment in a year without prior agreement with the Chief Executive, payment in full will be required twelve weeks before the course in future.
5. **Late arrival to/early departure from courses**
Late arrival/ early departure are not recommended and will be discussed with the Chief Executive on an individual basis. However, if a shortened course is absolutely unavoidable, please note that no adjustment will be made to course fees.
6. **Methods of Payment**
We prefer to receive payments by bank transfer to:
Account name NCCGB
Sort code 40 52 40
Account number 00011908
7. **Standing Order Payment**
If a parent/carer wishes to spread course payments over the year, a standing order facility is available. For further details please contact the Chief Executive.

8. Stage Payments

If a parent/carer wishes to pay course fees by instalment, this may be arranged by contacting the Chief Executive who will draw up a mutually acceptable payment plan.

9. Bursaries

The National Children's Choir of Great Britain Bursary Fund was founded to grant financial support for members' course fees. Applicants are asked to provide evidence of financial need and bursaries are awarded at varying levels. Full bursaries are not available at present.

This document will be reviewed annually by the NCCGB Board of Trustees and updated if necessary.

25.02.21

NCCGB, Court House, Court Road, Bridgend, CF31 1BE
Charity number: 1093292 Company registration number: 04293391

Tel: 07894 021279
ICO registration number: ZA161853