



The
University
Of
Sheffield.

PAYMENT by DIRECT BANK TRANSFER
2011-2012

Registry
Services.

Instruction to your Bank to pay tuition fees direct to the bank of The University of Sheffield.

Can also be used to help with any other form of direct credit.

- PLEASE COMPLETE THE SHADED AREAS.
- GIVE A COMPLETED COPY OF THIS FORM TO YOUR BANK. IT CONTAINS ALL THE INFORMATION THEY REQUIRE TO SEND PAYMENT DIRECTLY TO THE UNIVERSITY'S BANK ACCOUNT.
- ONCE YOU HAVE INSTRUCTED YOUR BANK, YOU MUST FAX OR EMAIL A COPY OF THIS FORM TO THE INCOME OFFICE AT THE UNIVERSITY: +44 (0) 114 222 1582 or tuitionfees@sheffield.ac.uk
- ONCE PAYMENT HAS BEEN RECEIVED, WHERE APPROPRIATE, THE INCOME OFFICE WILL NOTIFY THE UK BORDER AGENCY OF YOUR PAYMENT AND INFORM REGISTRY SERVICES OF THE PAYMENT.

PAYMENT FROM:	PAYMENT TO:
1. Name & address of your Bank:	5. Name and address of the bank of The University of Sheffield:
To: The Manager Bank _____ Address _____ _____ Postcode _____	Lloyds Bank Plc Church Street Sheffield Branch 14 Church Street SHEFFIELD S1 1HP Account Number*: 04570205 Sort Code Number: 30-97-51 Account Name: University of Sheffield IBAN Number £ GB06 LOYD 3097 5104 5702 05 BIC: LOYDGB21040 SWIFT: LOYDGB2L
2. Name(s) of account-holder(s)	
3. Bank Account Number	
4. Bank Sort Code	
	*Please note that if you are paying in any of the currencies listed below the required details are: IBAN Number \$ GB40 LOYD 3097 5111 5308 95 IBAN Number € GB31 LOYD 3097 5186 2661 62

WHEN ORGANISING PAYMENT BY DIRECT BANK TRANSFER PLEASE ENSURE THAT YOU QUOTE THE UCAS PERSONAL ID/APPLICANT NUMBER, APPLICANT'S FULL NAME AND DATE OF BIRTH (all details provided below); THIS WILL ENABLE THE UNIVERSITY OF SHEFFIELD TO IDENTIFY THE STUDENT.

I wish to pay my tuition fee of £ by direct bank transfer from the above account: please tick one of the boxes below –

- IN FULL** **Payment to leave your bank by 19 August 2011.**
(Remember to deduct the relevant discount.)
- IN TWO EQUAL INSTALMENTS** Payment of 50% to leave your bank by 19 August 2011, and 50% by 6 January 2012. Please make sure that you make arrangements for BOTH payments to arrive in time and that there are sufficient funds in your account.
- IN FOUR EQUAL INSTALMENTS** Payment of 25% to leave your bank by 19 August 2011, and the same amount MUST REACH the University on or before the following dates: 1 December, 1 February and 1 April. Please make sure that you make arrangements for ALL payments to arrive in time and that there are sufficient funds in your account.

TO BE QUOTED BY THE APPLICANT'S BANK WHEN MAKING PAYMENT- APPLICANT PLEASE COMPLETE:

UCAS PERSONAL ID/APPLICANT NUMBER

APPLICANT'S FULL NAME (Family Name in CAPITALS)

DATE OF BIRTH (dd/mm/yy)

APPLICANT'S SIGNATURE

DATE BANK INSTRUCTED TO MAKE PAYMENT TO THE UNIVERSITY (dd/mm/yy)

For the Applicant's Bank Use Only (if required) - Any additional information: