UNIVERSITY OF CAMBRIDGE | Professional and Continuing Education

Concessions Terms and Conditions

1. These Terms and Conditions apply to all concessions offered by University of Cambridge Professional and Continuing Education, 'PACE', for use on courses delivered by PACE.
2. Concessions are non-transferable and **should only be used by the person for whom they are intended. They normally apply to the course fee paid for by the student** *(i.e.* to the element of the course fee that you/the student pay yourself. For example, it would not apply to the part of the fee covered by external funding such as from Health Education England (HEE) or the fee being paid by your employer)**.**
3. For the purpose of these terms and conditions, 'concession' refers to any scholarship, bursary, discount, or allowance, that results in the reduction of the course fee or other associated course expenditure.
4. Only one concession can be used for each booking. **The use of multiple concessions on a single booking is not permitted** (except for the UG Early Bird offer)**.**
5. The concession will **normally apply to the cost of a course only (to the fee paid for by the student)** but can also be applied to accommodation depending on the concession and the course.
6. Concessions **cannot be used in conjunction with a gift voucher.**
7. Concessions **cannot be used in conjunction with a bursary** (except for the UG Early Bird offer)**.**
8. Concessions are **normally entered by the customer at the point of booking a course** but can also be applied retrospectively to existing bookings, within 3 weeks of the course start date, by the appropriate team at PACE**.**
9. Students claiming a concession may be required to provide proof of entitlement, either prior to joining or on commencement of the course. Proof of entitlement will vary between concessions:
    a) **Cambridge Alumni discount:** when prompted, upload a copy of your alumni card or recent communication to/from your alumni email address.
    b) **Cambridge University Staff discount**: when prompted, upload a copy your valid staff ID badge**.**
    c) **PACE State Benefit concession:** provide or upload a copy of your proof or benefit letter, Universal Credit statement, or equivalent official documentation, when requested. You must be in receipt of the benefit at the time of booking and must receive the benefit for the duration of your course. This concession is only applicable to non-award bearing online and weekend courses, tuition costs only.

d) **PACE School concession**: when prompted, enter details of your school and upload a photo/image of your valid school ID badge. *Please note that we may contact the school in the case of any queries. If you are found not to meet the requirements for this concession you will be liable for the full course fee.*

e) **UG Early Bird offer:** you need to enrol onto your course by 26th May 2027. PACE will deduct £150 off your course fee if paying in full. If you are paying in instalments, it will be deducted from your third and final instalment.

10. Individuals who are found to have claimed a concession to which they are not entitled (or are unable to prove their entitlement when requested to do so) **will have this discount removed and will be required to pay the outstanding balance before attending the course**. Anyone deciding not to proceed with the course if they have the discount removed **will not be entitled to a refund and will forfeit all of the monies paid to date**.

11. Concessions are **time-limited and will automatically expire at the end of their validity period**. Where a concession has an expiry date it will stop working at 11:59pm (UK time) on the date stated. If the discount has been applied to a completed course booking prior to the expiry date it will still be honoured.

12. PACE reserves the right to amend or withdraw concessions at any time.

13. **The Alison Fordham Bursary (for online continuing education)** has the following eligibility criteria:

    1. **Commitment to education and online learning**: Applicants should clearly set out their personal learning motivations. Priority will be given to applicants who are returning to learning after an extended break, those who have not previously engaged with fully online learning, and those seeking to use the online short course as a bridge towards undergraduate award-bearing study.
    2. **Financial need:** Applicants who can demonstrate financial need.
    3. **Aged 18 or over at the time of application:** There is no upper age limit. Applicants may be UK based or international.
    4. If the applicant's first language is not English, they must be able to demonstrate good proficiency in English language commensurate with the requirements of higher education.
    5. Prior recipients of this bursary are excluded from additional applications.
    6. Applicants will be asked to complete the Alison Fordham Bursary online application, including a personal statement of up to 300 words, outlining their motivations for applying for the course and the bursary.
    7. PACE online courses run across seven tranches in each academic year (2 in Michaelmas term, 2 in Lent, 2 in Easter and 1 in the summer). A maximum of

one Alison Fordham Bursary will be offered for each tranche. Each bursary will provide 50% of the overall tuition fee.

14. PACE reserves the right to amend or withdraw concessions at any time.

15. Please note the CAMCard concession fee cannot be applied to the following courses:

    1. MSt degrees
    2. Postgraduate Certificate/Diploma/Modules in Genomic Medicine/Clinical Medicine/Medical Education/Dental Education
    3. EdX MicroMasters
    4. Data Science Programme in collaboration with FourthRev (PACE alumni *are* eligible for the concession)
    5. University of Cambridge International Summer Programme
    6. Cambridge Better Futures Programme

16. Please note, the Staff concession fee cannot be applied to the following courses:

    1. MSt degrees
    2. Postgraduate Certificate/Diploma/Modules in Genomic Medicine/Clinical Medicine/Medical Education/Dental Education
    3. EdX MicroMasters
    4. University of Cambridge International Summer Programme

Version: 25.11.26