

# Module Booking Form

Academic Year: 2020–2021

## Water Management for Development (DL)

MSc  Postgraduate Diploma  Postgraduate Certificate  Professional Development

Indicate the programme level you are studying towards by ticking one of the options above.

<b>Title:</b>	<b>Forename:</b>	<b>Family name:</b>
<b>DOB:</b>	<b>Nationality:</b>	<b>Student Registration no.</b>
<b>Delivery address:</b> This must be a physical address. Deliveries <i>will not</i> be made to PO Box numbers.		
<b>Postal code:</b>		
<b>Email:</b>		<b>Telephone:</b>

Module title	Module Code	Duration	Fee (£)	Module chosen
Management and Operation of Water Utilities	20CVP435	Semester 1 05/10/20 - 29/01/21	UK/EU: £775.00 Other: £1591.67	UK/EU: <input type="radio"/> Other: <input type="radio"/>
Management of Village Water Services	20CVP432	Semester 1 05/10/20 - 29/01/21	UK/EU: £775.00 Other: £1591.67	UK/EU: <input type="radio"/> Other: <input type="radio"/>
Water and the Natural Environment	20CVP431	Semester 1 05/10/20 - 29/01/21	UK/EU: £775.00 Other: £1591.67	UK/EU: <input type="radio"/> Other: <input type="radio"/>
Research Methods	20CVP439	Semester 1 05/10/20 - 29/01/21	UK/EU: £775.00 Other: £1591.67	UK/EU: <input type="radio"/> Other: <input type="radio"/>
Management of Water and Environmental Sanitation Services	20CVP430	Semester 2 01/02/21 - 16/06/20	UK/EU: £775.00 Other: £1591.67	UK/EU: <input type="radio"/> Other: <input type="radio"/>
Urban Sanitation Management	20CVP436	Semester 2 01/02/21 - 16/06/20	UK/EU: £775.00 Other: £1591.67	UK/EU: <input type="radio"/> Other: <input type="radio"/>
Household and Communal Sanitation Management	20CVP434	Semester 2 01/02/21 - 16/06/20	UK/EU: £775.00 Other: £1591.67	UK/EU: <input type="radio"/> Other: <input type="radio"/>
Disaster Risk Management	20CVP437	Semester 2 01/02/21 - 16/06/20	UK/EU: £775.00 Other: £1591.67	UK/EU: <input type="radio"/> Other: <input type="radio"/>
Humanitarian Water, Sanitation and Hygiene Promotion	21CVP438	Next available: 07/02/22		
Research Dissertation	20CVP440	1 year	UK/EU: £3100.00 *Other: £6367.00	UK/EU: <input type="radio"/> Other: <input type="radio"/>

The modules you study for professional development can contribute at a later stage to an academic award such a Postgraduate Certificate. Check the WEDC website for details of those modules that can contribute to a higher award and the time limits for completing studies for the Postgraduate Certificate, Postgraduate Diploma and MSc programmes.

\* We regularly secure scholarships and bursaries in support of our students. Check out our website for the latest details.

Return this form to: [wedc-admissions@lboro.ac.uk](mailto:wedc-admissions@lboro.ac.uk)

# Payment options

Tick appropriate options

I am in receipt of a scholarship from the Commonwealth Commission	<input type="radio"/>
I am in receipt of a grant from Loughborough University Development Trust and therefore paying a reduced fee of £300.00 (Please indicate method of payment below)	<input type="radio"/>
I am a Commonwealth scholar	<input type="radio"/>
I enclose a sterling cheque drawn on a UK bank account made payable to 'Loughborough University'	<input type="radio"/>
<p><b>FINANCE OFFICE FOR SECURE CREDIT/DEBIT CARD ONLINE PAYMENTS</b></p> <p><a href="http://www.lboro.ac.uk/admin/financial/pages/online_payment.htm">http://www.lboro.ac.uk/admin/financial/pages/online_payment.htm</a></p> <p>The online payment system provides an easy, flexible method to enable you to pay tuition fees owing. The University will accept payment in sterling only from the following cards:</p> <p><b>Visa / Delta / MasterCard / Solo / Maestro</b></p> <p>You will need your <i>student registration number</i>, student name and date of birth in order to use this service.</p>	<input type="radio"/>
<p>I am arranging a <b>BANK TRANSFER</b> to:</p> <p>Account name: Loughborough University Collection ACC</p> <p>Bank: Lloyds Bank, 37/38 High Street, Loughborough, Leicestershires, LE11 2QG, United Kingdom</p> <p>Sort code: 30 - 65- 85</p> <p>Account number: 52414868</p> <p>IBAN: GB32 LOYD 3065 8552 4148 68</p> <p>BIC: LOYDGB21689</p> <p>Please make sure you pay all bank charges at the time the transfer is arranged to avoid a shortfall on the amount due. Ensure transfer documents show your FULL NAME and if applicable the student registration number which will enable your payment to be identified and allocated accordingly.</p> <p>Please advise <a href="mailto:wedc-admissions@lboro.ac.uk">wedc-admissions@lboro.ac.uk</a> when the transfer has been processed by your bank.</p>	<input type="radio"/>
If you are to receive an award from a sponsor and require an invoice to be raised please contact <a href="mailto:wedc-admissions@lboro.ac.uk">wedc-admissions@lboro.ac.uk</a> at an early stage who will be able to arrange this.	<input type="radio"/>
<p><b>Booking and payment deadlines</b></p> <p>Modules starting: 5 October 2020: 1 September 2020</p> <p>Modules starting: 1 February 2021: 4 January 2021</p>	<input type="radio"/>

## Module materials booking conditions

- Access to the module is only available once your payment has been cleared. Book in good time if you wish the USB pen-drive to arrive by the start date of the programme. *Delivery dates are only guaranteed if booking deadlines have been met.*
- Bookings and payment received later than the booking deadline may not be processed in sufficient time for the start of the module.
- Students who book modules after the stated deadline will not be able to use late receipt of materials to make impaired performance claims, late submission or deferral requests.
- In all cases materials will only be released once payment has been verified by the University Finance Office.
- For cancelled bookings, payment will be refunded but an administrative charge of 10% will be deducted.

Guarantor's details form is on the next page



**Loughborough University**

# Guarantor's details

**This form is for first-time distance learning applicants who have not already completed it.**

It can also be used by current students who need to change their guarantor.

You should nominate a local guarantor who occupies a position of authority, for example your sponsor, employer, manager or supervisor. It is your guarantor's responsibility to email WEDC indicating that they consider each of your assignment submissions to be your own. Therefore, your guarantor should know you well and be contactable before each submission deadline. Your guarantor cannot be a member of your family.

Once you have completed and returned this form, we will contact your proposed guarantor.

If they need further information, please ask them to contact the Distance Learning Administration Team: ([wedc-admissions@lboro.ac.uk](mailto:wedc-admissions@lboro.ac.uk)).

## New guarantor arrangements from July 2020

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- **BEFORE** the submission deadline, students email their coursework to their guarantor (cc: [wedc.distL@lboro.ac.uk](mailto:wedc.distL@lboro.ac.uk)).
- **ON OR BEFORE** the submission deadline, your guarantor emails WEDC ([wedc.distL@lboro.ac.uk](mailto:wedc.distL@lboro.ac.uk)) to confirm that the coursework is the work of the student (cc student).
- Feedback for coursework will not be sent if we do not have the above confirmation.

<b>Applicant's name:</b>	
<b>Details of your proposed Distance Learning Guarantor</b>	
<b>Guarantor's name:</b>	
<b>Guarantor's position in company/government/organization:</b>	
<b>Guarantor's address of place of work relating to the position stated above:</b> (preferably a physical address not a PO Box):	
<b>Guarantor's telephone:</b>	<b>Guarantor's email:</b>
<b>Guarantor's signature</b>	
<b>Date:</b>	