

- 2.1. Your full name;
- 2.2. The University Campus at which you studied your Course;
- 2.3. Your Completion Date; and
- 2.4. A concise summary of the attempts you have made to find Qualifying Employment and the contact you have had with

another course run by the University (the "New Course"), including any courses run in conjunction with partner organisations (subject to availability) (the " ").

10. The total aggregate amount of the Refund and the Credit amount refunded and credited will be limited to the total amount of the Course Tuition Fee paid by you to the University for your Course. Accordingly, when confirming your Course Tuition Fees and in calculating the amount of any Refund and Credit, the University will deduct any amounts you may owe to the University, and any discount, scholarship or bursary received by you for your Course.

11.

The Employment Promise applies only to the following University Courses:

Legal Practice Course (including LLM, MSc and iLLM)
LLM Legal Practice (SQE 1 and 2)
MSc Strategic Business Management
MSc Marketing
MSc Leadership and Human Resource Management
MSc Project Management
MSc Cyber Security Management
MSc Business Analytics
MSc Corporate Governance and Ethics
MSc Innovation and Entrepreneurship
MSc Corporate Financial Management
MSc Investment and Trading
MSc Human Resources with Employment Law
MSc Corporate Governance with Company Law

You will also not meet the definition of Qualifying Employment and therefore potentially be unable to make a Claim if:

- (a) you have obtained no employment whether paid or unpaid;
- (b) you obtained employment in SOC20 Major groups 5-9 only, which are defined as: skilled trade, caring, leisure and other service, sales and customer service, process, plant and machine operatives and elementary occupations.
- (c) you obtained employment consisting of unpaid work experience/internship/employment for a total period of under ten (10) weeks (regardless of the number of different unpaid work experiences/internships/employments).

It is recognised that some job titles may not match perfectly with the actual work undertaken, so the Employment Promise claim form requests details of the activities undertaken to allow an appropriate assessment to be made by the panel reviewing your application.

If you make a Claim, you will need to show that you have consistently used your best endeavours to look for Qualifying Employment over Qualifying Period, being the nine month period beginning on the day after completion of your Course. These endeavours may involve obtaining vacancy alerts from the University of Law JobSearch database or sourcing your own opportunities. Whilst this will be looked at on a case by case basis, any period of continuous holiday/travel beyond one month or a total period of more than two (2) months in total over the nine month period will generally be considered not to demonstrate such consistency.

It is expected that you will have made job applications on a regular basis over the nine month period, with at least one application each month. In reviewing your Claim

demonstrate such consistency. Accessing materials and information online is not sufficient to demonstrate consistent engagement.

We recognise that there may be relevant information that you believe adds further weight to your Claim or addresses some of the reasons why it might otherwise be rejected. Please do include as much detail as you wish in this section to provide the panel reviewing your Claim with the fullest possible picture with which to assess it.