

Flexible Payment Scheme

Sport Structures offer flexible payment plans to support individuals to attend education and training opportunities. Please read the terms and conditions of the scheme carefully before purchasing your course.

1. Payment plans are only available for selected courses.
2. Payment plans only apply to individuals, not where a third party, such as an employer, will be paying for an individual's place on a course.
3. Payments can only be made by debit or credit card.
4. There are no additional charges for paying by a flexible payment scheme, provided payments are made on time.
5. If an individual cannot make a payment by the agreed date, they should contact Sport Structures as soon as possible. We will consider reasonable requests for alternative payment arrangements on a case-by-case basis. Any arrangement agreed will be confirmed in writing.
6. If a payment instalment is not received when due, we may block access to course materials. Certification will not be released on completion of the course until the outstanding balance, including any applicable interest, has been paid in full.
7. Where we work with a partner to deliver a course, we may need to make them aware that a payment is outstanding if this affects the individual's access to the course or certification. We will only share the information needed for this purpose.
8. Please refer to our [Policies and Procedures](#) if you need to cancel your place on a course.
9. If Sport Structures cancels the course, individuals will have the option to request a full refund or transfer onto the next available course. Individuals should confirm which option they wish to take within 10 working days of receiving the cancellation email.
10. Any refunds will be processed within 14 days of an individual notifying Sport Structures of their choice.

How it Works

11. A minimum deposit of 50% of the course fee must be paid to secure a place on the course. The option to pay 50% of the course fee, rather than the full amount, will be available on our website for relevant courses.
12. Individuals who choose to pay 50% of the course fee initially will then be contacted by our finance team with a link to pay the remaining balance. If the link is not received within five working days, the individual should contact Sport Structures.
13. The second 50% instalment must be received within 30 calendar days of the

first payment. It is the responsibility of the individual to make payment by the due date.

14. If the second instalment is not received by the due date, Sport Structures will contact the individual regarding the outstanding balance. We reserve the right to charge interest at **1% per month on the outstanding balance**. Any waiver of interest will be at our discretion. If payment remains outstanding for more than 90 days and no agreed payment is in place, we reserve the right to refer the debt to a third party for recovery and/or commence legal proceedings.
15. By choosing to pay 50% of the course fee initially, individuals agree to these terms and conditions.