MONEYGRAM
PAYMENT TRANSFERS TO CIC

CIC Members, Diplomates and prospective Members in many countries around the World can send their Fees and other payments quickly and easily “direct” to the College in Britain through MoneyGram, via certain commercial banks, postbanks or postal banks, finance houses or other businesses which act as MoneyGram ‘Agents’.

To find out whether you can make MoneyGram Transfers to the College from your country and, if so, the location of the MoneyGram Agent closest to you, check with your bank or post office, or local telephone directory, or visit website:  www.moneygram.com

The College in Britain must receive the money in United States Dollars (US$) OR British Pounds (£) but for convenience you may pay the MoneyGram Agent in the ‘national’ currency of the country in which you live. The MoneyGram Agent in your area will tell you how much in your local currency you need to pay to send the amount in US Dollars or Pounds which you want the College in Britain to receive (e.g. US$300 or £150 - and remember to ADD the amount recommended for registered airmail despatch!)

HOW TO SEND A MONEY TRANSFER TO CIC BY ‘MONEYGRAM’

When you visit the Office of your local MoneyGram Agent, first ask for a MoneyGram “SEND” form. You should complete the form in this way, CLEARLY and in CAPITAL LETTERS where appropriate:-

★ In the space for Destination Country write: UNITED KINGDOM
★ In the space for City or Localité write: JERSEY
★ Write YOUR first name(s) in the space for Sender’s First Names
★ Write YOUR surname or family name in the space for Sender’s Surname
★ Write YOUR FULL address in the space for Sender’s address
★ Write the number in the space for Sender’s contact telephone number
★ In the space for Receiver’s first names write: DAVID
★ In the space for Receiver’s surname write: LAWSON
★ In the two spaces for Amount to be sent write in words and in figures the AMOUNT OF MONEY you want to be paid to the College in Jersey, Britain, and the type of currency: United States Dollars (US$) OR British Pounds (£) to be paid to the College.

WARNING!
Do NOT write anything in any of the spaces for “Test Question” or “Response” or “Message” - if you write anything in those spaces you could cause DELAY in the receipt of the payment by the College, and Mr Lawson might NOT be able to collect the payment at all!
NOTIFYING THE COLLEGE

YOU MUST TELL THE COLLEGE AT ONCE that you have made a MoneyGram money transfer. MoneyGram will NOT tell us that - we have to CLAIM the money from a MoneyGram Agent in Jersey, Britain. Immediately after you have made a money transfer, tell us (by fax, email or post) each of these pieces of information:-

- The DATE on which the transfer was made
- The AMOUNT of money you transferred
- The 8-digit MONEYGRAM REFERENCE NUMBER
- Your FULL NAME* (exactly as you wrote it on the MoneyGram form)
- Your FULL ADDRESS* (exactly as you wrote it on the MoneyGram form)
- Your CIC REFERENCE (see your Enrolment Form) or MEMBERSHIP NUMBER
- The PURPOSE of the payment (e.g. the Title/s of the Program/s or Programme you want to study)

As soon as the MoneyGram transaction has been completed, airmail or fax - on +44 (0)1534 485071 - or scan and email to cashier@cambridgetraining.com - a copy of the MoneyGram receipt issued to you to CIC in Jersey, Britain - make sure that the receipt bears an 8-digit MoneyGram Reference Number, which is clear and easy to read: if possible send it TOGETHER with a completed Payment Form - see page 3.

Note* If somebody else paid the money to MoneyGram to transfer on your behalf, you MUST tell us that person's FULL NAME and FULL ADDRESS exactly as he or she wrote them on the MoneyGram "send" form.

It might take 10/14 days for Mr Lawson to be able to collect the MoneyGram transfer after we have received FULL details of it from you at the College. Do please be PATIENT, and do NOT make premature enquiries. But if you do need to enquire about a MoneyGram transfer you have made to the College, do so on:

Fax: +44 (0)1534 485071 OR

Email: cashier@cambridgetraining.com

If you are enrolling as a new CIC Member or if you are a former CIC Member re-enrolling for further CIC Studies and Training, ALSO airmail or fax or scan and email your Enrolment Form to the College, TOGETHER with the completed Payment Form.

OTHER METHODS OF PAYING FEES

If MoneyGram does not operate from your country, the College will be happy to advise you on other methods of paying Fees which might be available.
PAYMENT FORM
DETAILS OF A MONEYGRAM TRANSFER
FOR CAMBRIDGE INTERNATIONAL COLLEGE
at College House, Leoville, Jersey JE3 2DB, Britain.
Fax: + 44 (0)1534 485071  Email: wu@cambridgetraining.com

I have transferred money to the College by MoneyGram in the name of: DAVID STEPHEN LAWSON

The DATE on which the transfer was made is __________________________________________

The AMOUNT and currency of money I transferred is: ___________________________________

The 8-digit MONEY TRANSFER CONTROL NUMBER is:_________________________________

My FULL NAME is: __________________________________________________________________

My FULL ADDRESS is: ____________________________ ______________________________________

My email address (if available) is:_______________________________________________________

My CIC REFERENCE or MEMBERSHIP NUMBER is: _____________________________________

The PURPOSE of the payment (please tick) is:

☑ Full Fee on Enrolment (state Title/s of the Course/s, Program/s or Programme you want to study):

☑ First Instalment of Fee on Enrolment (state Title/s of the Course/s, Program/s or Programme you want to study):

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

☐ This is my first CIC enrolment OR ☐ I am CIC Member Number: _______________________

☐ Second Instalment of Fee

☐ Third Instalment or Balance of Fee

☐ Correction/assessment of Mid-Training Test ☐ End-of-Training Test

☐ Accessories/Extras/Other: __________________________________________________________

____________________________________________________________________________________

Tick here ☐ if you have ADDED £10 OR US$20 or Euro 15 for sending your Study & Training Material under registered cover, as is strongly RECOMMENDED by the College - not required if your Fee already includes the despatch of Study Material and Examination Documentation by registered post.)

Note: If you are enrolling as a NEW Member or re-enrolling for further studies, you must ALSO post by airmail or fax or scan and email your completed Enrolment Form to the College:

Airmail: College House, Jersey JE3 2DB, BRITAIN
Fax: + 44 (0)1534 485071
Email: cashier@cambridgetraining.com