International Fees Payment Guide using the MyHull portal

To make a payment for a tuition deposit, tuition fees or accommodation fees you firstly need to log into the MyHull portal.

To pay a tuition deposit, select the My Applications tab.

Scroll down the page until you reach the deposit payment section and select ‘Respond’.

The University accepts the following payment methods:

- Credit/Debit Card – if your card provider allows payment in GBP, select ‘Online Credit or Debit Card’ on the payment screen.
- Payments by Bank Transfer or non-GBP Credit/Debit Card – this is facilitated by Flywire on behalf of the University of Hull. To pay using these methods select ‘Online Overseas Credit/Debit Card or Bank Transfer by Flywire’.
Further Tuition and Accommodation Payments (during/after enrolment)

Once you have started the online enrolment process, you would be able to make payments towards your tuition and accommodation fees. To do this, log in to the MyHull portal and select the My Finance tab.

You will then find the below screen containing the details of fees to be paid. Select ‘Make a Payment’ to continue.

The University accepts the following payment methods:

- Credit/Debit Card – if your card provider allows payment in GBP, select ‘GBP Credit/Debit Card Payments’ on the payment screen.
- Payments by bank transfer – this is facilitated by Flywire on behalf of the University of Hull. To pay by bank transfer select ‘International Currency Payments’ on the payment screen.
Nigerian Applicants/Students Only - How to benefit from the Central Bank of Nigeria’s Form A Reduced Exchange Rates Using Flywire

Firstly, follow the above instructions to proceed to the Flywire payment screen and select to pay by bank transfer in GBP.

(The above payment amounts are for illustrative purposes and your actual fees will be differing amounts.)

If you choose any option to pay in your local currency, this will appear to be much higher than the CBN rate offered to you. **It is important that the GBP option is selected at this stage.**
Next you will be asked to enter the details of the payer. If your parents/sponsor are making the payment for you, enter their details here. If you are making the payment yourself, enter your details here.
Following this, you will need to confirm your student information to allow Flywire to provide this information to the University. You will need to confirm your first name, last name, student ID number (beginning 20 and is 9 numbers in length. This is not your applicant number), your date of birth and email address.

Once the above has been entered, you will be asked to review and confirm the information on the next screen.
(The information entered on the previous screens will show where the black boxes appear.)
Upon confirming the details, you will be presented with the information required to make the bank transfer using the CBN Form A process. Once Form A has been assessed by the CBN, they will use the ‘Authorisation to Debit’ form completed at the same time to send the funds in GBP to Flywire.

Once your funds reach Flywire, the payment is fully trackable and you will be able to see when the funds are delivered to the University. It is important to note that once funds are received they will show within the MyHull portal 2 working days later. Please do not contact the Fee Collection Service until this time period has elapsed.

**Can I get further help completing the Flywire payment?**

Yes. Flywire have live chat available 24/7 and in multiple languages to help students from all over the world. For help, visit [https://help.flywire.com/hc/en-us](https://help.flywire.com/hc/en-us). Live chat can be found by clicking ⬇️ in the bottom-right corner of the page.

**What happens if I need a refund?**

If your Visa was to be declined for any reason, firstly you should contact the PG Admissions office to request a refund. You can reach them on [pgadmissions@hull.ac.uk](mailto:pgadmissions@hull.ac.uk).

In the event a refund is authorised, funds will be returned via Flywire to the account used to make the original payment. Please do not ask for the funds to be transferred to any other account as this request will not be granted due to UK money laundering legislation. Like the original payment, the refund would be fully trackable using Flywire and can be back in your account within 5 working days.

**Do the University accept payments for personal living costs?**

No. The University can only accept payments for tuition fees and on-campus accommodation. Any funds used for any other costs should not be sent to the University. If funds are received for any other purpose than those above, they would be returned to the original account via Flywire. Funds for personal costs should be sent to your UK account which can be opened shortly after your arrival in the country.

**When do I need to make the payments?**

A minimum payment of 34% of your annual tuition fee should be paid in order to complete the online enrolment process. Your deposit payment will be used towards the 34% but any remaining amount should be paid using the above process before enrolment can be completed. Following your deposit payment, further payments can be completed when the online enrolment process opens around 1 month before your course starts. Please consider that payments by bank transfer can take time to process, so it is important that the payment process is started promptly to ensure your enrolment is not delayed.

Once the minimum payment is met, the remaining fees can be paid in the 4th and 7th month of your course (33% and 33% of the annual tuition fee respectively).
I have further questions, who should I contact?

If you have questions regarding making your payments, please log an enquiry in the MyHull portal by selecting ‘Talk to Us’ and the ‘Payment of Fees’ category.

Other web pages or contact email addresses you may find useful are below:

University of Hull – www.hull.ac.uk

University Fees and Finance - https://www.hull.ac.uk/choose-hull/study-at-hull/money/postgraduate-fees

Scholarships and Awards - https://www.hull.ac.uk/choose-hull/study-at-hull/money/scholarships-and-awards

CAS Enquiries – cas@hull.ac.uk

Admissions Office – pgadmissions@hull.ac.uk