Paying for the course

Before you start this process please make a note of your registration number which can be found in your registration confirmation e-mail.

Step 1: Click on this link: https://students.convera.com/chhgp#!/ to start the process. There are 4 stages to complete.

Step 2: Choose the country where your bank is located from the drop down menu (If your country is not listed please contact us at defi@hughes.cam.ac.uk)

Step 3: Put the course fee of **£750 GBP** in the 1)Tuition/College Fees box (you do not need to complete sections 2 and 3)

Step 4: Click on the 'Get a quote' button at the bottom of the page which will take you to page 2.

Step 5: Choose your preferred way to pay from the options available.

Step 6: You will be taken to a screen which looks like this:
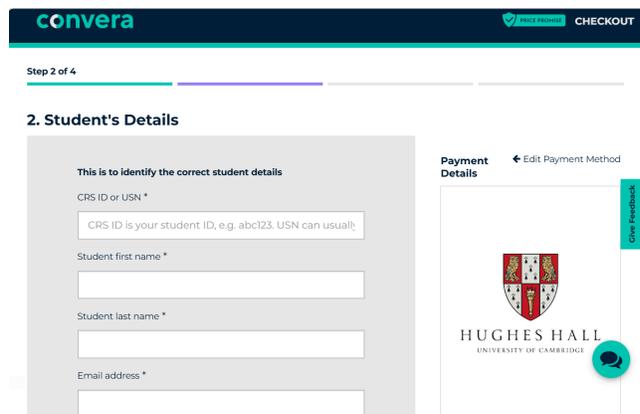
a. In the first box where it says 'CRS ID or USN*' please write **DEFI251**
b. Complete your first name, last name and e-mail address in the relevant boxes
c. Where it requests an account number please put in **DEFI251** again.
d. In the Invoice/Document number box please put your registration number from your registration confirmation e mail.
e. Complete the boxes asking for your address
f. Click the 'Next' button to get to Stage 3 of the process

Step 7: In answer to the question 'Who will be making this payment' choose the option: 'Someone else' (You do not have to answer the question about what your relationship is to the student)

Step 8: Complete your name, e-mail address and billing address in the boxes below.

Step 9: Check the Terms and Conditions box to show that you have read them.

Step 10: If you have chosen **Bank transfer** or **Trustly** options go to **Step 11**. If you have chosen to pay in **euros** or **dollars** go to **Step 12**.

**Step 11**: Fill in the name and country where your bank is based.

Click 'Proceed to payment' button. You will get a screen like this:
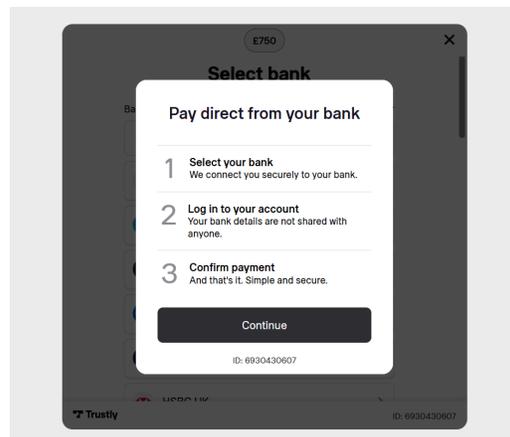
Click 'Continue'

Choose your bank and follow your usual payment verification process. Then go to **Step 14**

Step 12: If you have chosen to pay in **euros** or **dollars**, follow the instructions above from Step 6 to Step 9 and you will get a screen that looks like this:
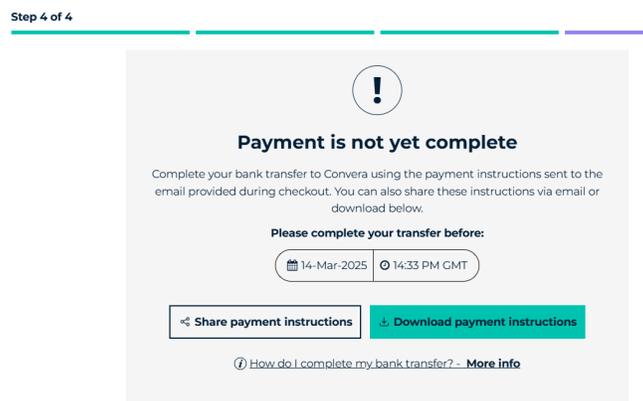
You will receive an e-mail with payment instructions or you can download the instructions directly.

Step 13: Before leaving the page make a note of your payment reference number and fill in your mobile phone number to be notified when your payment is sent to Hughes Hall (my institution)

Please follow the instructions to make your payment.

Step 14: E mail defi@hughes.cam.ac.uk to let us know you have made your payment. We will confirm your place once it has been received.

If you have any difficulties, please contact defi@hughes.cam.ac.uk.

We look forward to seeing you in Cambridge on Thursday 15th May.