

Payment Instructions

Payment of course fees /Transfer money from your bank account

Online bank transfers: Log in to your online bank account and select the option for making a payment.

Follow the instructions on screen to enter the following details:

- **Name of the person or business you're paying:** City of Glasgow College
Income Account-Royal Bank of Scotland, 10 Gordon Street, Glasgow G1 3PL
- **Six-digit sort code of the account you're paying:** 83-07-06
- **Eight-digit account number of the account you're paying:** 19616943
- **Payment reference - THIS MUST BE YOUR STUDENT REFERENCE** and can be found when you login to your [online account](#)

How long does it take for the money to be transferred? Faster Payments will sometimes be received immediately after leaving your account but can sometimes take up to 2 hours.

Important Information - Avoiding issues with bank transfers: Double-check the details. Check every figure, even if your bank preloads them. It can be difficult to get your money back if you send it to the wrong account.

Contact details:

Admissions – For applicant and payment enquiries - ptadmissions@cityofglasgowcollege.ac.uk

Finance Department contact details – finance@cityofglasgowcollege.ac.uk