



ALEXANDRA COLLEGE DUBLIN

Direct Debit Schedule *Academic Year 2024/2025*

Below are the scheduled dates for the direct debit deductions from your nominated account.

To set up direct debit for the first time or update your bank details, please fill out the SEPA direct debit mandate form on the next page and **return it to accounts@alexandracollege.ie by 10 July 2024.**

Termly Payers (Two Direct Debit Collections)

6 August 2024
2 December 2024

Monthly Payers (Eight Direct Debit Collections)

6 August 2024	3 February 2025
2 September 2024	3 March 2025
1 October 2024	1 April 2025
1 November 2024	
2 December 2024	

Note to existing parents – only complete this form if your bank details have changed



SEPA Direct Debit Mandate

Unique Mandate Reference Alexandra Account Code
To be completed by Alexandra College

By signing this mandate form, you authorise (A) **Alexandra College** to send instructions to your bank to debit your account and (B) your bank to debit your account in accordance with the instructions from **Alexandra College**
 As part of your rights, you are entitled to a refund from your bank under the terms and conditions of your agreement with your bank.
 A refund must be claimed within 8 weeks starting from the date on which your account was debited. Your rights are explained in a statement that you can obtain from your bank.

Please complete all the fields marked *

Creditor's name	A L E X A N D R A C O L L E G E
Creditor identifier	I E 3 I S D D 3 0 1 8 2 3
Creditor address	M I L L T O W N
City	D U B L I N
Post Code	D U B L I N 6
Country	I R E L A N D

Type of payment * Monthly Payments (8 instalments) or Twice yearly Payments (2 instalments)

Debtor Name *

Debtor Address *

City *

Post Code *

Country *

Debtor account number – IBAN *

Debtor bank identifier code – BIC *

Date of signature * D | D M | M Y | Y

Signature(s) *

Please sign here

Please return this mandate to the Creditor

Student name(s): _____