

September 2024

Welcome to the Biology department for your second year of the A level Biology course.

During this year we will continue to provide you with a large amount of printed Learning Resources and past paper questions to help you prepare for your tests and final exams. The cost to cover the printing of these resources remains at **£16** this year.

There is a list in the Shop on MyProgress named **Biology 2A Resources**. Please make your payment of £16 by **Mon 23rd September 2024**.

Please make a BACS payment into the college account using your student SY number as the reference:

Account Name: Collyer's
Sort code: 20-42-66
Account Number: 10721816
Reference number: SY.....

For the payment to reconcile, you must include the Student SY number in the reference field. Please do not leave any spaces between the SY & the 6 digits.

Only pay exact funds of £16 for the Biology 2A Resources - please do not overpay / round up amounts.

Please allow 24 hours for BACS payments to appear on your MyProgress account. Payments made on Fridays will be updated to MyProgress the following Monday.

Once the funds are in your account you can then make your purchase by going to the 'Shop' tab followed by the Books/Items tab on MyProgress. It is important for you to make your purchase as soon as possible after the money has been transferred. Please do not leave the funds unreconciled in your account.

More details concerning the online payment system are available by clicking the 'question marks' on the Shop tab on MyProgress.

If you are unable to access online banking, a cheque or cash can be paid direct to the Finance Office in room A103 between 10.45am to 1.45pm Monday to Friday during term time. If you have any queries, please do not hesitate to email finance@collyers.ac.uk.

Yours faithfully,

Ms Caroline Birch and Ms Claire Pickens
Heads of Biology