

## Fees Policy 2018-19

For the 2018 academic year students pursuing higher education with University Centre Weston will be one of the following:

- a. Franchised student with one of our Higher Education partners (Bath Spa University or University of West of England)
- b. University Centre Weston student (validated by a Higher Education partner)
- c. Degree & Higher Apprentice

Franchised Students are subject to the finance regulations of their partner HEI and will pay fees directly to them (with the exception of part time Bath Spa University courses who will also pay their tuition fees to UCW).

University Centre Weston students are subject to the following financial regulations:

### Fees

- Tuition fees of £7950pa are payable by all new students on all full time courses with the exception of Health and Social Care Practice and Integrated Mental Health and Social Care which have fees of £6450pa.
- Returning students on foundation degrees will continue to pay tuition fees of £7950. Returning students on top-up honours degrees will continue to pay £7500. *(Students that have changed institution, taken a break that is longer than the summer holiday or changed mode of study are classed as new students and will be subject to the higher fees of £7950pa).*
- Tuition fees of £5300pa are payable by all new students on part-time foundation degree courses.
- Returning students on part-time foundation degrees will continue to pay £5300pa. *(Students that have changed institution, taken a break that is longer than the summer holiday or changed mode of study are classed as new students and will be subject to the fees of £5300pa).*
- Tuition fees of £3975pa are payable by all new part-time honours degrees.
- Returning students will continue to pay £3750pa for top-up part-time courses. *(Students that have changed institution, taken a break that is longer than the summer holiday or changed mode of study are classed as new students and will be subject to the higher fees of £3975pa).*
- Tuition fees of £3225pa are payable by all students on all part time HNC/HND courses.
- Tuition fees for Higher/Degree Apprenticeships are based on the appropriate banding as set out by the Department for Education/ESFA.

The tuition fees for Degree and Higher apprentices will be agreed with the employer; and will usually be paid on a monthly basis throughout the duration of the course. Further information regarding the fees for a higher apprenticeship will be given at the point of application in consultation with the relevant employer.

## Payments

The majority of students will be able to access Tuition Fee Loans via the Student Loans Company (SLC) – the SLC letter must be provided at time of enrolment. If the SLC letter is not available at enrolment students will be invoiced –invoices will be cancelled as soon as the SLC letter is provided to UCW. It is the students' responsibility to present this letter to the Higher Education Academic Registry Team (HEART).

Sponsored/self-funding students may opt for one of the following for payment of fees:

- Full payment at enrolment
- Instalment plan – 3 payments
- Instalment plan – 6 payments
- To be invoiced – students can make payments against the invoice throughout the year. The invoice amount must be paid by the end of the academic year.

Sponsored students will need to bring in a letter or purchase order from their sponsor confirming that they are paying the fees in order to claim payment. If students do not have an authorising letter they (or the sponsor) will be subject to the instalment plans above.

## Withdrawals

Students who leave during the academic year will be expected to pay the following tuition fees:

<b>Withdrawal date:</b>	<b>Fee Liability</b>
Less than 2 weeks after enrolment	Nil
Before the end of the first term	25% of the full tuition fees
Before the end of the second term	50% of the full tuition fees
After the start of the last term	100% of the full tuition fees

If a student withdraws less than two weeks after enrolment then they may be subject to a one-off administration fee of £150.

## Retake Costs

- i) Students who have been allowed to trail a module(s) into the next academic year, along with their other scheduled modules, will not be subject to any additional fee liability.
- ii) Students who are retaking the year will be liable to a pro-rata fee based on the size of the module(s) being undertaken.
- iii) Students who are having an additional attempt at a module but who will not be in attendance during the academic year (and those classed as 'exam only') will be subject to an administration fee of £150 per module.

## Scholarships

UCW has a number of Scholarships that some students can apply for before the deadline of the 12<sup>th</sup> October 2018. Eligibility will be assessed on an individual basis and students need to meet certain eligibility criteria; such as level of attendance (above 80%) and paying tuition fees via the Student Loan Company; or through self-funding means. Students that are not paying their fees themselves (sponsored by an employer or a Higher/Degree Apprentice) are not eligible for a Scholarship with UCW.

**Bursaries**

First year students paying their tuition fees to UCW directly may be eligible for a UCW Bursary. Students that are paying a tuition of £7950 through a Tuition Fee Loan and have a household income of less than £25,000, will automatically be eligible and will then be assessed by the Student Loans Company. Twenty £1000 Bursaries are available (payable across two years) and eligibility will be assessed on an individual basis (attendance must be above 80%). Students will be contacted directly by the Student Loans Company should they be made an award of a Bursary.