

**Name of Policy** **TUITION FEES POLICY 2016-17**

**Purposes**

- To set out the tuition fee structure for 2016-17
- To set out policy with regard to the payment and/or remission of all course fees

**Author / Job Title** Head of MIS

**Equality Assessment By Whom**  **Date**

**Version**  **Date of next review (month & year)**

	<b>Date</b>	
<b>Approved by</b>	Senior Manager	25 February 2015
	ELT	25 February 2015
	Corporation	22 March 2016

**Related policies or procedures or parent policy if applicable**

**Groups/bodies consulted in the development of the policy**

SMT  
Best practice in Sector

**To be published on College website**

No

## **POLICY STATEMENT**

The College will work within the guidelines provided by the Skills Funding Agency (SFA), the Education Funding Authority (EFA), the Higher Education Funding Council (HEFCE) and Cheshire East to provide an annual schedule of course fees.

### **1.1 Further Education Courses**

In accordance with the most recent Funding Guidance from the SFA, the College will seek to generate a level of tuition fee income that, across the College, relates to 50% of the assumed fee level, except where a curriculum area puts a case forward to lower the fee, in line with market forces, and this is agreed by the Senior Management Team.

The tuition fee for adults (those learners aged 19 and over at 31 August 2016) on funded full-time courses (above 540 guided learning hours) courses will be £350.

This is in line with expectations from the Funding Guidelines that learners (or their employers) will make an increasing contribution to the costs of delivering their programme, except where fee remission applies.

Within this general approach, curriculum managers, in consultation with the Head of MIS & Exams or Director of Employer and Commercial Services, will have the opportunity to negotiate variations from these rates to effectively respond to market forces for particular courses.

All published course fees will be clearly split between tuition fee and examination fee. The examination fee will incorporate the examination entry fee and the awarding body registration fee. Certain courses may also include additional material or equipment costs that are charged to the learner.

### **1.2 Advanced Learning Loans**

Learners aged over 19 and studying certain eligible level 3 and 4 courses, will have the option to apply for an Advanced Learning Loan. Fees for learning aims eligible for a learning loan will be charged at the maximum funding rate as per LARS – examination fees will be incorporated into the loan amount.

### **1.3 Fee Remission: Further Education courses**

Tuition fees will not be charged where learners are able to supply appropriate evidence that they will comply with the requirements of the national guidelines on fee remission. Fee remission on SFA or EFA funded courses is given to the following categories of people:

- learners aged 16-18 on 31 August 2016
- learners of any age progressing towards GCSE grade C or above in English or Math, including approved stepping stone qualifications, such as functional skills learning aims, where they do not currently hold GCSE qualifications at grade A\*-C excluding ESOL (but not for any other courses they might be enrolled on)
- learners aged 16-23 studying a traineeship where they have not already achieved a full level 3 qualification.
- learners on two-year courses aged 16-18 on 31 August in the year they started their course
- learners aged 19–23 studying a level 2 or level 3 qualification and either –
  - their first full level 2 or level 3 qualification, (without having achieved a first full level 3 qualification) or,

- they are unemployed (regardless if first and full level 2 previously achieved)
- learners aged 19-23 and studying entry level, level 1 or a level 2 learning aim which is not classed as full as needed to progress to a full level 2 qualification.
- learners of any age on English for Speakers of other Languages (ESOL) learning up to and including level 2 if the learner is unemployed.
- learners aged 24+ studying up to and including level 2 qualification if they are unemployed.

### **Definition of unemployed**

- Unemployed in receipt of Jobseekers Allowance or, ESA and in the work related activity group
- Unemployed learners in receipt of Universal Credit, earn less than 16 times the National Minimum wage per week or £330 a month and are determined by Jobcentre Plus (JCP) as being in one of the following groups - All Work Related Requirements Group, Work Preparation Group or Work Focused Interview Group.
- learners released on temporary licence (RoTL) and studying outside a prison environment and not funded through the Offenders' Learning and Skills Service (OLASS)
- any individual who is unemployed<sup>1</sup>, receiving a state benefit not listed above, (and earns less than 16 times the National Minimum Wage a week or £330 a month) but who wants to enter employment, and the college is satisfied that their learning is directly relevant to both the individuals employment prospects and the needs of the local labour market. \* *On first day of learning*

#### **1.4 Higher Education Funding Council (HEFCE)**

Following market testing of HE fees, the College wishes to retain the same fees set in 2015/16 for 2016-17, ie £5,700 for full-time students and pro-rata for part-time courses.

#### **1.5 European Union (EU) Students**

Students from European Union countries are regarded as home students, and will be subject to the same criteria listed above.

#### **1.6 Non-EU Students (International Students)**

After careful consideration, the College has decided to no longer accept individual independent non-EU learners. The College, will however, continue to consider applications from full cohorts of non EU learners, subject to approval by Senior Management Team.

#### **1.7 Full cost courses**

Where courses are offered with no public subsidy the College will set fees that reflect market forces and will ensure course viability.

#### **1.8 Apprenticeship students**

This type of delivery is subject to individually negotiated prices for the agreed package. The price for each contract must be approved in advance by the curriculum manager and Director of Employer and Commercial Services.

#### **1.9 Bespoke and customised training for employers**

This type of delivery is subject to individually negotiated prices for the agreed package. The price for each contract must be approved in advance by the curriculum manager and Director of Employer and Commercial Services.

#### **2.0 Staff Development**

The College will assess the eligibility for fee remission for staff on funded courses on completion of the relevant staff development paperwork.

**2.1 Bespoke and customised training for employers**

This type of delivery is subject to individually negotiated prices for the agreed package. The price for each contract must be approved in advance by the curriculum manager and Head of MIS.

**POLICY IMPLEMENTATION AND MONITORING**

The College's fees policy will be reviewed, on an annual basis, by the Senior Management Team and approved by the Corporation.

<http://intranet.macclesfield.ac.uk/bussupport/smt/Private Documents/Corporation/22 March 2016/Tuition Fees Policy 2015-16 WITH TRACKED CHANGES FOR 2016-17.doc>