

UNIVERSITY CENTRE SOMERSET HIGHER EDUCATION FEES POLICY

As submitted to the Office for Students in line with the approved Access & Participation Plan and/or appropriate OFS Annual Fees Summary.

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1. INTRODUCTION

- 1.1. This policy confirms the decision made by the Senior Management Team in October 2024 in relation to HE Fees for 2025-26.
- 1.2. The relevant fees set out in this policy are provided to the Office for Students (OfS) as required, by their annual deadline which this year coincided with the Access and Participation Plan submission in October 2024.
- 1.3. The OfS will monitor to ensure that UCS does not charge more than the fees which have been stated on the Annual Fee Information Return 2025-26.

2. SCOPE

- 2.1. These fees specifically relate to Single Registerable Modules, Professional Certificate, Foundation Degrees, three-year Degrees, Level 6 Top Up Degrees, HNCs, HNDs, Cert Ed and PGCE.
- 2.2. These fees will start from Sept 2025 and will apply to new students starting at that point, **NOT** existing students.
- 2.3. These fees do **NOT** relate to professional courses or Degree Apprenticeships at level 4 or above or other situations where prices are negotiated directly with employers which are approved by SMT on an individual basis. This policy does **NOT** relate to franchised provision where the relevant University sets the fee, as is the case for Oxford Brookes University provision.
- 2.4. This policy does not affect the prices already negotiated with particular employers for which contracts have been agreed and the price already set for the length of the contract.

3. TUITION FEES

- 3.1. The majority of HE fees for 2025-26 will increase from £8650 in 2024-25 to £8950pa in 2025-26 for a full-time degree course, pro rata for part-time and pro-rata for individual modules/units. The pro-rata element is based on the number of credits studied in the academic year, with 120 credits being full time. The **exceptions** are:
 - Full time BSc (Hons) Nursing direct entry route which will be £9250pa in line with delivery across the sector for nursing degrees nationally.
 - Student Nurse Associate direct entry route will also be £9250pa.
 - Assistant Practitioner (Occupational Therapy) direct entry will also be £9250.

3.2. Full-time courses:

Type of Course – Full-time (120 credits each year)	Fee for 2025-26*
Three-year Degrees – Whole College direct entry degree provision <i>excluding</i> Nursing, Nursing Associate and Assistant Practitioner (Occupational Therapy)	£8950pa
Top Up Degrees (Level 6)	£8950pa

Foundation Degrees	£8950pa
PGCE/Cert Ed (Full time)	£8950pa
HNC/HND (120 credits each year)	£7800pa*
BSc (Hons) Nursing (both Adult & Mental Health)	£9250pa
FdSc Nursing Associate	£9250pa
FdSc Assistant Practitioner (Occupational Therapy)	£9250pa

*HNC/D are lower than other fees to remain competitive with other providers of HNC/D

Type of Course – Full-time (120 credits each year)	Fee for 2025-26*
Foundation Degrees	£8000pa*
Top Up Degrees (Level 6)	£8250pa*

*FD & Top Up cost for 25-26 agreed pre-merger

Type of Course – Full-time (120 credits each year)	Fee for 2025-26*
LCKA - HND (120 credits each year)	£8000pa*

*HND cost for 25-26 agreed pre-merger

3.3. Part-time courses:

Type of Course - Part-time	Fee for 2025-26*
Single Registerable Module	Pro-rata the full time rate for the year for the related course for the number of credits awarded ie 20 credits
Professional Certificate	Pro-rata the full time rate for the year for the related course for the number of credits awarded ie 60 credits
HNC part time over 2 years for 60 credits per annum (Based on the standard £7800pa full time rate for 120 credits)	£3900pa
HND top-up part time over 2 years for 60 credits per annum (Based on the standard £7800pa full time rate for 120 credits)	£3900pa
HND Full course (240 credits) done over 3 years part time route – maximum (see section 4 below in relation to negotiated fee with employers).	£5200pa
HNC/HND amount per 15 credit unit based on £7800 full time pro rata	£975 per 15 credit unit
PGCE/Cert Ed part time over 2 years (Based pro rata on the standard £8950pa full time rate)	£4475pa
Top Up Honours Degrees part time over 2 years (Based pro rata on the standard £8950pa full time rate)	£4475pa

*Please note that the Access & Participation Plan approved by the OfS allows for student fees to be reviewed and for these to increase annually in line with the Retail Price Index (RPI-X) once students are on programme. **The fees stated above are therefore the fee for new entrants into year one of their course in**

2025-26 and may increase (only in line with the Retail Price Index) in subsequent years on the course if approved by SLT.

In relation to any other subsequent increases, **students will remain on the same rate on which they started their programme and new fees approved by SMT will only relate to new starters not existing students** in line with usual practice at UCS. (NB. Please note that Oxford Brookes University *do* withhold the right to increase fees once students are on-programme – in accordance with the fees that they set and approve annually).

3.4. Employer-funded groups of students ie for HNC/D

If an employer wishes to send a group of students on an HE course, the relevant College Principal or Dean of UCS will oversee the fees that are negotiated as appropriate from the starting point of £7800 per annum, (pro-rata for part time). It is up to that Senior Manager to decide what constitutes a 'group' of students and therefore their willingness to negotiate reduced rates, bearing in mind other considerations relevant to the individual situation, signed off by the College Principal. In such instances, the Group Finance Director and Group Director Funding & Operations will need to be informed of any variations of course fees being charged so that this information is centrally captured on Pro.

3.5. Oxford Brookes-validated provision

Oxford Brookes University set the fees for HE courses that they validate. For 2025-26 these are:

Course	Full Time
Foundation Degree	£7,700pa
BA/BSc/BEng Top Up	£7,700pa

These Oxford Brookes fees may increase in subsequent years both for new and continuing students in line with an inflationary amount determined by the university in consultation with college partners.

3.6. International Fees

Fees for international students will remain at £3000 above the standard fee. This means a usual full-time fee of £8950 + £3000 = £11,950pa. Part time students would be a pro-rata fee over the years of their course.

3.7. Fees for module / stage retakes

If a student is required to retake a module or year of study, they will be charged the tuition fees proportional for the credits being retaken in relation to the full tuition fee cost.

e.g. If 1 year of study is 120 credits = £9,250 and a student is required to retake 60 credits before progressing to the next academic year, which is a half of the full year's credits, this will equate to a half of the year's fees = £4,625.

If a student is able to progress onto the next academic year and trail a retake module they will be charged the cost of the module on top of the full year's tuition fee for that programme.

e.g. If 120 credits = £9,250 and a student is trailing 20 credits, which is a sixth of the full year's credits, this will equate to a sixth of the year's fees (i.e. £1,541.66) being added to the full tuition fee for the next stage. For example: £9,250 + £1,541.66 =£10,791.66.

It is the student's responsibility to check and ensure their eligibility for student finance funding should they access this through Student Finance England, to ensure timely payment of tuition fees in line with the UCS HE Terms and Conditions.

All debts must be cleared prior to the completion of the academic year in which the retake or trailed modules are completed in to avoid being held up at Award Board.

3.8. Fees for supplying copies of student transcripts

A fee of £15 for each year's transcript required will be charged in relation to supplying copies of transcripts or other documentation.

3.9. Fee for providing support to students undertaking Recognition of Prior Learning (RPL)

A fee of £150 for support/guidance to students completing the RPL process/portfolio as outlined in the RPL policy. There is no charge for assessing the RPL portfolio of evidence.

4. PROCEDURE

- 4.1. The Dean of UCS provides the Senior Management Team (SMT) with a proposal for the fees for the next academic year. This is timed to fit with the Office for Students deadline for the Annual Fee Information (AFI) Return.
- 4.2. Once approval has been given by SMT, the Dean of UCS produces this fees policy for the year in question which is submitted to the Policy Review Group for approval and is also made available to the Senate who oversee the academic element of HE for University Centre Somerset (UCS).
- 4.3. The Dean of UCS completes the Annual Fee Information Return with the support of the MIS Technical Manager if required and uploads it to the OfS portal by the deadline stated. (This can vary as it was 17th November in 2022 and 11th October in 2023, 18th October in 2024).
- 4.4. The Annual Fee Information Return is only concerned with HE provision for which UCS College Group/UCS holds responsibility for reporting on the ILR/HESES return. It does *not* include franchised provision such as Oxford Brookes University-validated provision or PGCE/Cert Ed which is franchised from the University of Plymouth. Those universities cover these programmes in their returns. Degree apprenticeships are also omitted from the return. Full guidance is available from the Office for Students.
- 4.5. The PGCE / Cert Ed are included in this fees policy even though they are not included in the return to OfS, because UCS set the fee that is charged to students

on this University of Plymouth-validated course which therefore needs to be agreed by SMT. The fee cannot exceed the maximum fee set by the University of Plymouth in their return to the Office for Students.

4.6. The MIS Team use this fees policy to input the fees onto Pro Solution for each HE course, and this information then pulls through to the website.

4.7. The Marketing Team use this fees policy to add the fees to UCAS.

5. REVIEW OF POLICY

5.1. This policy will be reviewed annually in line with the Annual Fee Information Return to the Office for Students.

5.2. This policy will be made available to the Senate who oversee Higher Education at UCS.