

## Higher Education Fees Policy 24-25

Date HE fees approved:	31 January 2023
HE fees approved by:	Corporation Board
Date policy document approved:	12 March 2024
Policy document approved by:	Corporation Board
Responsible Manager:	Head of Registry
Executive Lead:	Vice Principal Finance, Planning and Facilities
Applicable to colleagues:	Yes
Applicable to students:	Yes
Accessible to general public:	Yes

### Consultation

Consultation undertaken with:

- SMT 02.02.2024

Policy review frequency: Annually

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## **Scope and Purpose of the Policy**

Blackpool and The Fylde College (B&FC) has a consistent and transparent approach in respect of fees charged to Higher Education students and prospective students. This policy forms part of B&FC's Higher Education Terms and Conditions and should be read in conjunction with them.

Students agree to the terms of the policy as part of their enrolment at the start of each year of study. This policy will be reviewed annually. This policy is not relevant to higher and degree apprentices.

### **1. Tuition Fees**

HE programmes which lead to an award incur a fee for each academic year of study or part thereof.

Fees are agreed subject to UK government policy and parliamentary regulation.

Tuition fees are published in advance of the next academic year, are accessible through the B&FC website and are subject to annual review.

Where a defined programme extends beyond an academic year without a break or an award being made, the tuition fee will typically be that enforced at the start of the programme.

Tuition fees are based on the programme type, start date and mode of attendance

For International student fees see the International Fees Policy.

Tuition Fees are stated on a student's offer letter.

### **2. Tuition Fees – additional costs**

Tuition Fees cover all tuition, both academic and support. Tuition Fees do not cover accommodation or living costs. As part of a programme of learning, students may be required to pay some additional costs e.g. residential visits or field trips or additional external examination or registration fees, this list is not exhaustive. Details for each specific programme can be found within the relevant programme specification and on B&FC's website.

### **3. Tuition Fees – repeat years**

Repeat years of study will be charged at the new academic year fee for the programme of study.

### **4. Paying Tuition Fees**

Students are responsible for ensuring Tuition Fees are paid. B&FC will ensure prompt invoicing of tuition fees. Tuition Fees must be paid in full at or before enrolment unless one of the following applies to a student:

- a. is receiving a loan from Student Finance England; or

- b. has provided evidence of sponsorship from an approved sponsor; or
- c. is eligible to pay their tuition fees in instalments

Any student experiencing difficulties in paying by any of the methods detailed above must contact [creditcontrol@blackpool.ac.uk](mailto:creditcontrol@blackpool.ac.uk) immediately and a member of the team will be able to advise on alternative ways to submit payment.

## **5. Refunds**

Information on how to apply for a refund can be found in the [Refund Policy](#).

## **6. Non-payment of Tuition Fees**

Where a student chooses not to pay their tuition fee, B&FC reserves the right to take appropriate action. This may include sanctions against the student, including no access to classes, withdrawal from the programme of learning, refusing enrolment to the next stage of the programme and withholding the Higher Education certificate.

If a student loan or sponsorship/finance arrangement is refused, the student will be liable for fees as outlined in B&FC's Higher Education home student terms and conditions.

## **7. Interruptions of studies**

B&FC understands that from time-to-time students may need to interrupt or withdraw. If a student interrupts or withdraws from their studies they will be liable for a proportion of their fees in line with B&FC's [Refund Policy](#).

## **8. B&FC Withdrawal**

If B&FC withdraws a student in line with B&FC's applicable policies/procedures and academic awarding regulations the student will be liable for their tuition fees or proportion thereof.

## **9. Changing modes or programme of study**

Changing mode or programme of study can affect government student funding entitlements, which may be subject to terms and conditions of a funder (for example the Student Loans Company), and students receiving tuition fee and/or maintenance loans should seek advice about the impact on their fees prior to making the change.

## **10. Questions about Tuition Fees**

Any questions or concerns about Tuition Fees can be emailed to [Admissions@blackpool.ac.uk](mailto:Admissions@blackpool.ac.uk)

## 11. Tuition Fee Appeals

If a student considers that this policy has not been correctly applied or has concerns about the accuracy of their tuition fees, they should refer to the [Compliments, Complaints and Feedback Procedure \(Public\)](#).

## 12. Lifelong Learning Entitlement

From September 2025, the Lifelong Learning Entitlement (LLE) will create a single funding system to help students pay for college or university courses.

The LLE will allow people to develop new skills and gain new qualifications at a time that is right for them. This could be through a full-time degree, modular programmes, or other awards and includes [higher technical qualifications \(HTQs\)](#).

Under the LLE, eligible learners will be able to access:

- a tuition fees loan, up to the full entitlement of £37,000 (new students only).
- a maintenance loan to cover living costs

Maintenance grants will also be available for some groups such as learners with disabilities, or for support with childcare.

Learners will be able to see their loan balance through their own LLE personal account. This will help them make choices about the courses and learning pathways available.

LLE is developing and evolving, once Government policies are finalised, B&FC will mirror national requirements within its policy as necessary.

## 13. Linked policies

Higher Education Admissions policy  
Appropriateness of Study  
Compliments, Complaints and Feedback policy  
International Fees policy  
Refund policy  
HE Home Student Terms and Conditions  
<https://www.blackpool.ac.uk/college-policies>

## 14. Equality Impact Assessment

Impact Assessment for the 4 strands of Equality, Safeguarding, Health and safety and Sustainability					
Initial Form to be completed with Risk Assessments or as part of a proposal or change to a policy, plan or new way of working					
Title of Activity: HE Tuition Fee Policy Name and title of proposer: Will Jerram – Head of Registry					<input type="checkbox"/> New or <input checked="" type="checkbox"/> Revision (tick as appropriate)
<b>Equality and Diversity.</b> Are there students, apprentices, other customers, community/stakeholders, and/or colleague concerns that the proposed policy, project or change may be discriminatory or have an adverse impact on people with protected characteristics?					
A	Students/Apps/Customer	No	If so, how many individuals / which groups of are likely to be affected?		
B	Community/stakeholders	No			
C	Colleague	No			
Equality group		Positive impact High Low None	Negative impact High Low None	Reason / comments for positive impact why it could benefit any /all of the equality groups	Reason /comments for negative impact /what could disadvantage any/ all of the equality groups
Sex		None	None		
Gender reassignment (Male/female/Non-binary/Transgender)		None	None		
Age		None	None		
Race or ethnicity		None	None		
(Disability) Learning difference		None	None		
(Disability) Physical and/or sensory		None	None		
(Disability) Mental health need		None	None		
Sexual Orientation		None	None		
Religion and Belief		None	None		
Marriage and civil partnership		None	None		
Pregnancy and maternity		None	None		
Carers/care experienced		None	None		
Socio Economic deprivation indicators		None	None		
What changes or actions do you recommend to improve the service, project, policy, or change to eradicate or minimise the negative impacts identified? Who will be responsible for monitoring these actions?					
Have students, apprentices/other customers, communities and/or colleagues been consulted in the review / proposed change?					
A	Students/Apps/Customers	No			
B	Community	No			
C	Colleague	Yes			
	If yes, who and how many have you involved and how have they been involved?	Managers and Heads via CCMT and AMT. Members of Exec and Directors via SMT			
<b>Safeguarding:</b> Are there any aspects of this proposal which could cause a Student/member of staff/visitor to feel unsafe? If yes, how has this been considered? What are the risks? What are the benefits?					<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<b>Health and Safety:</b> Have any risks been identified? If yes, how has this been considered? What are the risks What are the benefits?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Sustainability:</b> Are there expected benefits or impacts on sustainability issues? If yes, how have these been considered?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Evidence:</b> What evidence do you have for your conclusions and expectations for these conclusions? How will this impact be monitored for all these considerations?	Review of complaints or refund appeals
Is this policy of a high/medium or low risk?:	<input type="checkbox"/> High <input type="checkbox"/> Medium <input checked="" type="checkbox"/> Low