

# 2022/23 Guidance for Payment of Tuition Fees

EFFECTIVE FROM 01 AUGUST 2022

## Summary

This document sets out the University's expectation and guidance relating to payment of tuition fees.

## Glossary of Terms

### Self-funding

students who are not in receipt of a tuition fee loan, have no contractual sponsorship for payment of their tuition fee and/or who have opted to make direct payment towards their fee,

### Student Loans Company (SLC)

the government agency which provides funding support to students in the UK/EU for study purposes, as deemed eligible by Student Finance.

## Purpose

These guidance notes are provided to help students understand how and when to make payment of their tuition fee. They provide options that may be available and how and when they operate.

## Guidance

Home status students on a **full time undergraduate** programme with tuition fee liability are generally eligible for a **tuition fee loan** from the government, unless excluded because of previous study<sup>1</sup>. **Part-time undergraduate** students registered for at least 25% of a full time programme may also apply for a non-means tested tuition fee loan. Applications are made via Student Finance at [gov.uk/student-finance](https://gov.uk/student-finance) and funding must be in place prior to enrolment. Once awarded, the tuition fee is paid directly to the University by the Student Loans Company (SLC), on behalf of the student.

UK domiciled **postgraduate** students may apply for a contribution towards the cost of their studies in the form of a loan from the government, subject to meeting defined eligibility criteria. Applications are made via Student Finance at [gov.uk/student-finance](https://gov.uk/student-finance). Dependent upon UK residency, postgraduate loans are paid directly to the student, in instalments. Students must make arrangement to pay their tuition fee to the University by the published date(s) listed below. Northern Ireland students have their fee paid direct to the University.

Undergraduate or postgraduate students may have their fee **sponsored** or **part-sponsored** by an employer or other agency. Students who are receiving sponsorship must provide, in advance of their studies, written notification from the sponsor on official letterhead, sponsor email or purchase order, confirming the amount they are contributing towards the tuition fee. Confirmation of sponsorship must be provided for each academic year of study and relate to registered course/modules for that period only. Family and friends are not considered to be sponsors. Further guidance may be viewed at [www.edgehill.ac.uk/registry/fees-faqs/](https://www.edgehill.ac.uk/registry/fees-faqs/).

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<sup>1</sup> [www.edgehill.ac.uk/study/money-matters/previous-study/](https://www.edgehill.ac.uk/study/money-matters/previous-study/)

All undergraduate and PGCE students not in receipt of a tuition fee loan are regarded as **self-funding**. Due to funding arrangements, all taught and research masters students, with the exception of MSc Nursing and MSc Midwifery programmes and student's domiciled in Northern Ireland, are also regarded as **self-funding**.

The University offers two payment arrangements:

- Payment in full at enrolment by debit or credit card
- Recurring card payment in three equal instalments, due as follows:

#### Undergraduate, Integrated Masters, PGCE, MSc Nursing and MSc Midwifery

<b>August - September 2022 start</b>	15 October 2022
	15 January 2023
	15 April 2023
<b>January 2023 start</b>	15 February 2023
	15 May 2023
	15 August 2023
<b>April 2023 start</b>	15 May 2023
	15 August 2023
	15 November 2023

#### Taught and Research Postgraduate (excluding MSc Physician Associate Studies)

<b>September – October 2022 start</b>	15 October 2022
	04 January 2023
	18 April 2023
<b>January 2023 start</b>	01 February 2023
	18 April 2023
	03 October 2023
<b>February 2023 start</b>	15 February 2023
	06 June 2023
	03 October 2023
<b>April 2023 start</b>	15 May 2023
	15 August 2023
	15 November 2023

#### MSc Physician Associate Studies

<b>September 2022 start</b>	24 September 2022
	04 January 2023
	12 April 2023

Payment is due on above dates or the first working day thereafter. Students will be notified separately during enrolment if payment arrangements differ to those outlined above. Professional Development students in the Faculty of Health Social Care and Medicine have 30 days from the invoice date to make payment.

Payment and arrangements for recurring card payments may be made online on the University's secure website at [payments.edgehill.ac.uk/paytuition](https://payments.edgehill.ac.uk/paytuition).

**Self-funding students are required to set up a new recurring card payment for each year of study.**

**Failure to pay tuition fees may result in exclusion from the University and referral for external recovery of the debt. Please see the University's Student Debt Policy for more detailed information.**

## Key to Relevant Documents

This guidance document refers to the following document, which you may find useful.

Student Debt Policy

[edgehill.ac.uk/documents/student-debt-policy/](https://edgehill.ac.uk/documents/student-debt-policy/)

Home Tuition Fee Liability Procedure

[edgehill.ac.uk/documents/home-tuition-fee-liability-procedure/](https://edgehill.ac.uk/documents/home-tuition-fee-liability-procedure/)

## Annexes

This guidance does not contain any additional information.

## Endmatter

Title	2022/23 Guidance for Payment of Tuition Fees
Policy Owner	Assistant Registrar: Fees, Scholarships & Bursaries
Approved by	Pro Vice-Chancellor University Secretary
Date of Approval	10 August 2022
Date for Review	