

2021/22 Guidance for Payment of Tuition Fees

EFFECTIVE FROM 01 AUGUST 2021

Summary

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

Glossary of Terms

Self-funding

refers to students who are not in receipt of a tuition fee loan, have no contractual sponsorship for payment of their tuition fee 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 to understand how and when to make payment of their tuition fee. They provide information on options that may be available and how they operate.

Guidance

Home/EU status students on **full time undergraduate** programmes with tuition fee liability are generally eligible for a **tuition fee loan** from the government, unless excluded because of previous study¹. **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 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.

EU or English 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. 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). 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 payment of tuition fees, with the exception of Faculty of Health Social Care and Medicine students registered for Professional Development, who may provide a signed funding confirmation form. Confirmation of sponsorship must be provided for each academic year of study.

¹ 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, are also regarded as **self-funding**.

There are two payment arrangements available:

- 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

August - September 2021 start	15 October 2021
	15 January 2022
	15 April 2022
January 2022 start	15 February 2022
	15 May 2022
	15 August 2022
April 2022 start	15 May 2022
	15 August 2022
	15 November 2022

Taught and Research Postgraduate

September - October start	15 October 2021
	01 February 2022
	01 May 2022
November 2021 start	15 November 2021
	15 February 2022
	15 May 2022
January 2022 start	15 February 2022
	01 May 2022
	01 August 2022
February 2022 start	15 March 2022
	15 June 2022
	15 September 2022
March 2022 start	15 April 2022
	15 July 2022
	15 October 2022
April 2022 start	15 May 2022
	15 August 2022
	15 November 2022

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.

Payment and arrangements for recurring card payments may be made online on the University's secure website at 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/

Home Tuition Fee Liability Procedure

edgehill.ac.uk/documents/home-tuition-fee-liability-procedure/

Annexes

This guidance does not contain any additional information.

Endmatter

Title	2021/22 Guidance for Payment of Tuition Fees
Policy Owner	Assistant Registrar - Fees, Scholarships & Bursaries
Approved by	Pro Vice-Chancellor University Secretary - Lynda Brady
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