

7.1 Fees Schedule

Table 1, below, outlines the fees for undergraduate students in the academic year 2021/22. Subject to the School's registration by the [Office for Students](#), new entrants in 2021/22 will pay £9,000 for full-time study. There will be no option for study part-time in 2021/22.

Table 1: Undergraduate Course Fees

Course	Tuition fees per year (£)		
Bachelors of Arts and Sciences (Full-time)	UK students	European Economic Area or Switzerland students	Non-European Economic Area or Switzerland students
	£9,000 ¹	TBC ²	TBC ³

Student tuition fees will be paid to the School in three instalments during the academic year. Table 2, below, outlines when payments should be made and how much of the annual tuition fee is paid in each instance.

Table 2: Fees payment schedule 2020/21

Term	Proportion of tuition fee (%)	Deadline for payment
Term 1	25%	1 st November 2021
Term 2	25%	1 st February 2022
Term 3	50%	1 st May 2022

Every student is charged the fee for every academic year they study at LIS. This tuition fee covers all elements of students' registration, enrolment, tuition, supervision and examination for each full academic year. It does not cover living costs, books, materials or travel. In addition, all students will be required to bring with them a laptop, loaded with basic Microsoft Office software, in order to participate in the programme.

When a student is formally registered at the School, this represents confirmation that responsibility has been assigned for payment of tuition fees (in accordance with the schedule). Responsibility could be assigned to the student themselves (if they are not eligible for, or do not take, a loan from Student Finance England), a regional Student Finance Body such as Student Finance England, or an alternative sponsor.

If students are eligible for a Tuition Fee Loan from Student Finance England, then funds will be transferred directly from Student Finance England to the School. Students will need to be registered at the School before Student Finance England is able to make this first payment. The steps to registration are set out in the School's [Registration Policy](#).

If a student withdraws or suspends during a year of study then the amount of tuition fees that they will be liable to pay, and their eligibility for refunds, are dictated by the [Tuition Fee Refund Policy](#).

If a student makes a complaint in relation to the school’s delivery of its programme, and the complaint is upheld; or in the rare event that there has been a material breach of contract by the School, eligibility for refunds or compensation will be considered under the School’s [Student Compensation and Refund Policy](#).

The School’s responses to non-payment of fees is described in the [Terms and Conditions](#). These detail that:

- Until all outstanding tuition fees have been paid, and where reasonable, the School reserves the right at any time during the academic year to suspend or withhold all education-related services
- Before exercising its rights in this area, the School will give students reasonable notice of its intentions
- If a student is in debt to the School for its tuition fees, the student may not be allowed to sit their examinations and the School reserves the right not to allow the student to register for the next academic year
- If the student is in the final year of the Programme, the School will not release its certificate, or a letter of confirmation of award, until all outstanding tuition fees are paid. In order to attend the Graduation Ceremony, students’ tuition fees must be paid in full.

Monitoring and Review

The Registrar will review the LIS Fees Schedule annually and as required in line with any regulatory or sector financing changes and any changes will be authorised by the Executive Committee.

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Name of policy/procedure:	Fees Schedules
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Related documents: (e.g. associated forms, underpinning processes, related policies or overarching policies)	Student Compensation and refund policy Tuition Fee Refund Policy Terms and Conditions
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Version Control			
Version	Author	Date	Brief summary of changes
1	Jasper Joyce (Director of Finance and Operations)	20/06/2019	Original draft
2	Hannah Kohler (Director of Admissions and Student Support)	28/06/2019	Minor wording changes
3	Hannah Kohler (Director of Admissions and Student Support)	01/08/2019	Addition of requirement that enrolled students bring a laptop
4	Hannah Kohler (Director of Admissions and Student Support)	05/08/2019	Updated fees for EU students based on Chris Skidmore announcement on 28 May 2019
5	Hannah Kohler (Director of Admissions and Student Support)	10/08/2019	Clarified responsibilities for review of schedule and authorisation of changes
6	Executive Committee	08/08/2019	Approved
7	Hannah Kohler (Director of Admissions and Student Support)	27/02/2020	Updated to reflect opening in 2021
8	Michael Englard (Registrar)	11/02/2021	Updated monitoring responsibilities.