

10/11



FEES INFORMATION

Fees Information for Higher Education Courses

This leaflet should be read in conjunction with the University Prospectus and supporting programme literature

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How to use this booklet

Important note:

- The fees quoted and arrangements for payment and support are valid for 2010/11 only
- The University reviews its fees and policies each year
- The regulations in this publication constitute additional contractual obligations between students, sponsors and the University, to those set out in the University's Rights, Responsibilities and Regulations document.
- Your acceptance of the terms and conditions at enrolment, signifies acceptance of the terms and conditions as outlined in this document

This booklet provides fee information for Higher Education courses. Further Education courses are not included, and you should request details by telephoning the Buxton campus on 01332 594667.

Don't panic. Here's how to navigate this booklet:

If you are a **full-time, UK** or **EU** student undertaking an **undergraduate** programme, or the PGCE, refer to Section 1 only.

If you are an **International** student, refer to Section 3 or if you are an **International Postgraduate Research** student, refer to Section 6.

If you are a **part-time undergraduate** student or taking **any other** type of **Higher Education course full-time or part-time** (including research), then:

- find the section in which your course is listed;
- check if there is an annual fee for undertaking a set number of modules: If so,
- the annual fee applies if you register for the stated number of standard sized modules; if not,
- then multiply the modular fee by the number of standard sized 15 credit modules you will be taking during the academic year 2010/11;
- add any residential and/or registration fees;
- check for footnotes at the end of each section, for any additional variations to the norm;
- read **Section 2** for information on payment terms and conditions

You can find the fees for postgraduate, professional, part-time, and other courses are in the following sections:

Foundation Degrees and Access courses	Section 2
Undergraduate HNC/HND courses	Section 2
Undergraduate Bachelors Degree Courses	Section 2
Undergraduate Joint Honours / Open Credit Scheme Courses	Section 2
Professional courses	Section 4
Postgraduate Taught courses	Section 2
Work Based Learning Courses	Section 5
Postgraduate Research Courses	Section 6
Online Distance Learning Courses	Section 7
Language and Other courses	Section 3

USEFUL CONTACTS

● Student Support and Information Services:

Kedleston Road	t: 01332 591274
Britannia Mill	t: 01332 594055
Buxton	t: 01332 594667
Markeaton	t: 01332 593216
All sites	w: www.derby.ac.uk/ssis

● Enrolment

t: 01332 591063
 w: www.derby.ac.uk/enrolment
 e: enrolhelp@derby.ac.uk

● Financial Guidance:

General Enquiries	t: 01332 591063 e: studentrecordsandfees@derby.ac.uk
Bursaries	t: 01332 591311 e: bursary-financialguidance@derby.ac.uk

● Finance Department

t: 01332 591022

● International Office

t: 01332 591130
 w: www.derby.ac.uk/international
 e: international@derby.ac.uk

● Research Office

t: 01332 591060

● Student Services

t: 01332 591311
 w: www.derby.ac.uk/student-services
 e: studentservicesenquiries@derby.ac.uk

● Student Advisory Services

Voice: 01332 591311
 Minicom: 01332 591614
 e: sas@derby.ac.uk

Section 1

Tuition Fees for Full-time Home and EU Undergraduate Students

Important: this section details contractual obligations between you and the University

The tuition fee and support applicable depends on whether you started your studies before or after September 2006:

COURSE START DATE AFTER SEPTEMBER 2006:

If you are starting your course this year, or started your course after September 2006:

- The tuition fee for 2010/11 is £3,290
- If you are undertaking a sandwich placement, full year out, or a full year language placement abroad in 2010/11, the fee is £650
- In 2010/11 the tuition fee for Foundation Degree, Higher National Diploma (HND), Foundation Programme – Combined Studies, and Year Zero will be £3,290 per annum for entrants in 2010/11. For 2008/09 and 2009/10 entrants the fee will be £2,095 and for any earlier entrants the fee will be £1,310,

COURSE START DATE BEFORE SEPTEMBER 2006:

If you started your course before September 2006;

OR

If, before 01 August 2005, you formally deferred your studies to September 2006:

- The tuition fee for 2010/11 is £1,310
- The tuition fee if you are undertaking a sandwich placement full year out, or a full year language placement abroad, is £650

HNC/HND Registration Fees

- If you are enrolling on a HND programme, and you are not eligible for an award from your Local Education Authority (LA), you will need to pay around £161.90* HNC/HND Registration Fee in the first year (along with your tuition fee).

** Price quoted is for 2009/10 academic year and is subject to increase*

PAYING YOUR FEES

What are my payment dates?

Whether you are invoiced or not the following payment terms apply

Pay in full at enrolment* (see special offer below)

OR

...for September enrolment:

Pay 60% of your contribution to fees by 30 November 2010 and balance by 31 January 2011

...for January enrolment:

Pay 60% of your contribution to fees by 31 March 2011 and balance must be paid in full by 31 May 2011

How can I pay my fees?

Debit/credit card – by phoning us on 01332 591022/591023 or visiting our cash offices.

Cheque – payable to University of Derby and sent to University of Derby, Income Section, PO Box 88, Derby, DE22 1XB. Make sure you quote your student number and tell us what you are paying for.

Cash direct to our cashiers

Pay online once you have enrolled – log on at <https://udo.derby.ac.uk>, and go to My Details and Finance.

- Click on the blue "access student centre" top of the page

- Under Finances click on "account inquiry"

- Click on the tabs on the top to either:
- View charges due
- View payments made
- Make a payment

Standing order – this needs to be set up directly with the Finance Department at the start of the year to enable your bank to send us regular payments.

***Special Offers:**

If you are paying your own tuition fees (i.e. you're not taking out a tuition fee loan or being sponsored) you can benefit from the following offer if you pay your contribution in full at enrolment

- Between £1,500 and £2,700 you will receive a £20 book voucher
- Over £2,700 you will receive a £40 book voucher.

When you make payment to the University of Derby it is essential that you let us know what you are paying for. For more information please refer to the contract terms as laid down in your enrolment terms and conditions.

Penalties for non payment

If you do not make payment in accordance with University policies, the University reserves the right to take action to recover debts. If a standing order payment is not made, the University may require you to pay the total amount outstanding, not just the missed payment. Please refer to the Sanction Process within the Rights, Responsibilities and Regulations publication.

TUITION FEE ADJUSTMENT DUE TO WITHDRAWAL

We hope that once you start on your chosen course of study at the University you will want to continue and complete your studies; however we recognise that situations do change and external factors can influence your ability to continue. Making the decision to withdraw from, or interrupt your studies is not easy and advice and guidance is available to help you to make an informed choice.

It is very important that you seek advice as early as possible. It may be that there are alternatives that you have not considered. You should seek advice from Student Support and Information Services, your Programme Leader and Student Liaison Officer in your Faculty.

This section explains the impact on your financial commitment should you need to withdraw during the academic year. If you withdraw from your course, you may be eligible for an adjustment of your tuition fees. This may be a refund of fees paid or a reduction in fees due.

• **Withdrawal and Intercalation**

The date that you withdraw or intercalate will affect the level of tuition and accommodation fees that may be refunded and it will also affect your student loan. Fee adjustments are calculated with reference to the date of withdrawal from the University and cannot be actioned if the withdrawal procedure has not been followed correctly. A table showing how the adjustment is calculated is shown below:

Table 1.1 Full-time home and EU undergraduate students

Sept – June attendance pattern Withdrawal Date	Jan – Jan attendance pattern Withdrawal Date	Fee Retained by the University*	Fee Credited to students*
up to 31-10-10	Up to 28-02-11	0%	100%
01-11-10 to 31-01-11	01-03-10 to 31-05-11	50%	50%
After 01-02-11	After 01-06-11	100%	0%

* % of total tuition fees due **not** amount paid at the time of withdrawal

An adjustment can only be made on tuition fees: registration fees cannot be refunded or reduced

In order to withdraw or intercalate you must submit the appropriate form to Student Support and Information Services. The form must be signed by you and an appropriate academic. It must state the date on which you withdrew or intercalated (if backdated, this can not normally be for more than 6 weeks). If you are intercalating you must also provide a date for your return to study.

• **Intercalation**

Interrupting your studies (also called Intercalating) may become necessary if exceptional circumstances make it impossible for you to continue studying for a short period of time but you do not wish to permanently withdraw from your course. The period of intercalation must be for a minimum of one semester and should not be for more than one year. Intercalating for more than a year can only be approved by a review process with your Programme Leader. If you need to intercalate for more than a year you should apply for a one year intercalation in the first instance, and may then apply for further extensions of intercalation if necessary near the end of the intercalation period.

It is expected that you will return to the **same course and phase of study**. If you want to change courses, this would need to be discussed with your Programme Leader and may affect your tuition fees and student loan. You must discuss the financial implications with the Student Records and Fees Unit and contact your LA (Local Education Authority) or Student Finance England for more information about tuition fees. It is advisable to book a Changing Directions interview with the Career Development Centre.

It is important to remember that students who are intercalating are not registered students of the University – by intercalating, you are temporarily suspending your studies. This means that in normal circumstances, you will lose your right of access to certain University facilities, including the library.

If you are in receipt of a Tuition Fee Loan this will only be met by the Student loan Company if you withdraw after 01.12.10 (01.04.11 for January Starters). If you leave between 01.11.10 and 30.11.10 (01.03.11 and 31.03.11 for January Starters) you will not be able to receive a Tuition Fee Loan for your tuition fees and will be liable for the withdrawal fee in full.

For further information on withdrawal and intercalation please refer to the *Student Handbook 2010/11*.

• **Other Fee Adjustments**

If your fee loan is amended during the year by your LA or Student Finance England, you must submit the new Support Notification to Specialist Support and Information Services. If you are due to pay more fees than previously assessed, you should pay these promptly. If you are unable to do so, you should arrange to speak to the Finance Department which is located in the South Tower, Kedleston Road Campus. Or for students studying at Buxton contact Student Administration at the Buxton campus.

Section 2

Payment of Fees for Home and EU Postgraduate Taught, Professional, Part-time and Other Courses

Important: this section details contractual obligations between you and the University

FOUNDATION DEGREES (FdA/FdSc/FdEng)

Programme title	£	Programme title	£
Assistant Practitioner in Healthcare (Radiography)	E	Outdoor Activities	E
Spa (Management/Therapies)	E e	Public Sector Management	E
Built Environment (Architecture)	F#	Teaching in the Lifelong Learning Sector	
Built Environment (Civil Engineering)	F#	Total programme fee plus 8 modules at the following rates: £2,745	
Built Environment (Construction)	F#	<i>Early Years</i>	F
Children and Young People's Services	F	<i>Beauty and spa</i>	F
Community Development and Regeneration	F	<i>Product Design</i>	E
Culinary Arts	E	<i>Construction</i>	E
Crime and Justice (stv)	D	Travel and Tourism Management	F
Fashion Design For Industry	E	Leadership and Management	F
Hairdressing and Salon Management	E e	Health and Social Care	F
Hospitality Management	E e		
Mechanical and Manufacturing Engineering	E		
Motorsport Technology	E#		
Motorcycle Technology	E#		
Construction	F		
Architectural Studies	F		
Civil Engineering	F		
Motorsport Engineering	E		
Motorcycle Engineering	E		

YEAR ZERO AWARDS

Year Zero Art and Design programmes	E
Access Diploma	£295 per annum plus £100 registration fee
Combined Studies Foundation Programme	*
	E

ACCESS PROGRAMMES

Technology Foundation Programme	F
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UNIVERSITY AWARDS

University Advanced Diploma in Psychotherapeutics for Children and Adolescents	C
University Advanced Diploma in Systemic Practice and Family Therapy	B

* Fee remission for students on certain benefits and for students with level 2 and level 3 entitlement.

e UK programmes available for study through Online Distance Learning. Please see section 7.

(stv) Subject to validation

§ Certain students qualify for a 15% discount, please contact Faculty of Education, Health and Sciences for further details

The 2010/11 undergraduate and postgraduate taught modular fee bands are:

Modular Fee Band	A	B	C	D	E	F
Fee (£)	495	450	390	345	270	210

HNC/HND AWARDS

Programme title	£	Programme title	£
PDD Aseptic Services	B	HND Computing and Internet Technology	F
PDC Assistant Practitioner in Imaging	C	HNC/D Electrical and Electronic Engineering	E
PDC Assistant Practitioner in Radiotherapy	C	PDC Generic Prescribing	F
HNC/D Business and Management	F	HND Media Administration	F
PDD Clinical Pharmacy Technician	B	HND Social Studies	F
HNC Community Care (for other students)	F	HND Science [all pathways]	E

PDC Professional Development Certificate (HNC/HND awards)

HNC/HND Registration Fees

- If you are enrolling on a HNC/HND programme, and are not eligible for an LA award you will be required to pay around £161.90* HNC/HND Registration Fee in the first year (along with tuition fees).

* Price quoted is for 2009/10 academic year and is subject to increase.

BACHELOR'S DEGREES WITH HONOURS (BA/BSc/BEng (HONS))

Programme title	£	Programme title	£
BA Accounting and Finance	F	BSc Conservation and Countryside Management	E#
BA American Studies	F	See section 7	
BA Visual Communication (Animation)	E	BSc Construction Management	E
BA Applied Art and Design	E	BA Crafts	E#
BA Applied Community and Youth Work	E	BSc Creative Computing Solutions (L4 only)	E
BA Health and Social Care	E	BA Creative Expressive Therapies	E
BA Applied Social Work	E	BA Physical Activity and Health Development (stv)	E
BSc Applied Technology	E#	BA Creative Writing	F
BSc Archaeological Sciences	E	BA Corporate Management	F
BSc Architectural Technology and Digital Innovation	E#	BSc Design Technology	E
BSc Architectural Technology and Practice	E	BA Early Childhood Studies	F
BA Architectural Venue Design and Digital Innovation	E#	BSc Earth Systems Science	E#
BA Architectural Venue Design	E	BSc Ecology	C
BSc Biology [and with variants]	C	BEd Education (Primary)	^F
BA Business (Specialism)	F	BA Education Studies	F
BSc Business Decision Analysis	E	BEng Electrical and Electronic Engineering	E
BA Business Management	F	BSc Emergency Care	550
BA Business Studies	F	BA English	F
BEng Civil and Infrastructure Engineering (L6 top-up only)	E	BSc Environmental Management [and with variants]	E#
BA/BSc Combined Social Sciences	See Section 7	BA Events Management	F
BA/BSc Joint Honours	See Section 7	BSc Environmental Science [and with variants]	E#
BA Commercial Photography	E	BA Fashion Studies	E
BSc Communications Systems Technology	E	BA Film Studies	E
BA Complementary Therapies	E	BA Film and Television Studies	E
BSc Computer Forensics and Security (L4 only)	E	BA Film and Video Production	E
BA Computer Games Modelling and Animation	E	BA Financial Services (L6 top-up only)	F
BSc Computer Games Programming	E	BA Fine Art	E
BSc Computer Networks	E	BSc Forensic Science	C
BSc Computing	E		

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JOINT HONOURS BACHELOR'S DEGREES (BA/BSC (HONS))

Programme title	f	Programme title	f
Accounting	F	Hospitality	E
Adventure Tourism	E	Human Resource Management	F
American Studies	F	International Relations and Global Development (stv)	E
Applied Studies	F	Law	F
Architectural Conservation	F#	Leisure	E
Architectural Design	E	Learning Through Work See Section 5	
Art and Design	E	Marketing	F
Biology	C	Mathematics	E
Broadcast Media	E	Media Applications	F
Business Computing	E	Media Writing	E
Business Management	E	Outdoor Recreation	E
Business Psychology	F	Property Development	E
Career Management Studies	F	Popular Culture and Media	F
Computing	E	Popular Music Production	E
Computer Networks	E	Psychology	E
Computer Studies (Level 6 only)	E	Public Relations	E
Countryside Management	E	Sociology	F
Culinary Arts	E	Spa Therapies	E
Creative Writing	F	Spanish	F
Criminology	F	Sports Coaching	E
Dance and Movement Studies	E	Sports Development	E
Education Studies	F	Sports Massage and Exercise Therapy	E
Electronic Design	E	Sports Science Studies	E
English	F	Sports Psychology	E
English as a Foreign Language	F	Study Skills	F
Enterprise Management	F	except:	
Environmental Hazards (stv)	E	Computing	E
Environmental Management	E#	Mathematics	E
Environmental Science	E#	Geology	E
Events Management	E	Theatre Studies	E
Film and Television Studies	E	Third World Development (stv)	E
Forensic Studies	C	Training Education and Development	F
French	F	Travel and Tourism	F
Geography	E	Web based Systems	B
Geology	E	Website Development (Level 6 only)	E
Healing Arts	E	(stv) <i>Subject to validation</i>	
Health and Social care Informatics	E	Zoology	C
Heritage Conservation	E#		
History	F		

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POSTGRADUATE TAUGHT COURSES

Programme title	£	Programme title	£
Preparatory Course in Arts, Design and Technology for Postgraduate Study	2xD	MSc Conservation Biology.	A
MSc Control and Instrumentation	D	<i>Optional field course module (Tropical conservation)</i>	3xA
MSc Mechanical and Manufacturing Engineering	D	<i>Independent Study</i>	4xC
MSc Sustainable Design and Innovation	D	MEd/MA/MSc Continuing Professional Development	600
MA ADAPT (Art and Design Advanced Practice and Theories)	C	MA Counselling in Professional Development	A
MSc Advanced Computer Systems	C	<i>Annual Writing up Fee</i>	A
MDes Visual Communication (Animation)	∞E	MA Dance Movement Therapy	(stv)
MSc Applied Acoustics	B	<i>Experiential Modules</i>	A
<i>Independent Studies (quadruple module)</i>	4xF	<i>Clinical Supervision Mod's Stage 1, 2 and 3</i>	A
MSc, PG Cert and PG Dip Applied Petroleum Geoscience	A	<i>Clinical Placement Mod's Stage 1, 2 and 3</i>	A
PG Cert Arts Practice	F	<i>Independent Studies (quadruple mod.)</i>	4xE
PG Cert Applied Environmental Management	B	MSc Developments in Cognitive Behavioural Psychotherapy	A
MA Art Therapy (Art)	A	<i>Annual Writing up Fee</i>	A
<i>Experiential Modules</i>	A	MSc Digital Audio Systems	C
<i>Clinical Supervision Mod's Stages 1 and 2</i>	E	MSc Digital Systems Design	C
<i>Clinical Placement Mod's Stages 1 and 2</i>	E	MA Drama Therapy	A
<i>Independent Studies (quadruple mod.)</i>	4xE	<i>Experiential Modules</i>	A
MBA Master of Business Administration [and variants]	600	<i>Clinical Placement Mod's Stages 1, 2 and 3</i>	A
<i>Full time</i>		<i>Independent Studies (triple module.)</i>	3xE
<i>Part time:</i>		Doctor of Practice Education Home (min 3 year registration) EU	D o
Masters Stage [and variants]	1,035≥e	MA Education	C o
Diploma Stage [and variants]	***875≥e	PG Cert Education	F e
Certificate Stage [and variants]	***875≥e	MSc Enterprise Computing	E
MBA (Advanced Standing CIMAVACCA)		MSc Enterprise Management	C
CIMA	875	PG Cert Enterprise Management	660≥
ACCA	875	MSc Environmental Health	A e
PG Cert in Business Coaching Part time	660≥	<i>Independent Studies (quadruple module)</i>	4xF
MSc Clinical Pharmacy#		<i>Practical Food Inspection</i>	A
<i>Generic Modules</i>	B	MSc Environmental Management	A
<i>Certificate Fee</i>	4xB	<i>Independent Studies (quadruple module)</i>	4xF
<i>Diploma Fee</i>	4xB	MSc Environmental Management (E Learning)	A e
<i>MSc Fee</i>	4xE	<i>Independent Studies (quadruple module)</i>	4xF
MSc Adult Cognitive Behavioural Psychotherapy**		MA Events Management	D
<i>Generic Modules</i>	A	<i>Independent Studies</i>	4xF
<i>Course Specific Modules</i>	600	MSc Forensic Computing and Security	C
<i>Independent Studies (triple module)</i>	3xA	MDes Visual Communication (Graphic Design)	∞E
<i>Writing up Fee</i>	A		
MSc Cognitive Behavioural Psychotherapy child and adolescent**			
<i>Generic Modules</i>	A		
<i>Course Specific Modules</i>	600		
<i>Independent Studies (triple module)</i>	3xA		
<i>Writing up Fee</i>	A		
MSc Colour Imaging	C		
LLM Commercial Law	E e		
MA Complementary Therapies	E e		
MSc Computer Networks	C		
MSc Civil Engineering and Construction Management	D		
MA Sustainable Architecture for Healthy Environments	D		
MSc Music Production	D		

The 2010/11 undergraduate and postgraduate taught modular fee bands are:

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Fee (£)	495	450	390	345	270	210

MSc Health Psychology		MSc Advanced Practice	
Home/EU	D	<i>Generic Modules</i>	A
International	B	<i>Nurse Practitioner Route Modules</i>	615
MA Human Resource Management		<i>Annual writing up fee</i>	A
<i>Full Time:</i>	A	Graduate Diploma in Psychology	C
MA Human Resource Management		MA Public Health and Society	E
<i>Part Time:</i>		PG Cert in Public Sector Management (Part time)	660
Masters Stage	915	MA Reflective Counselling Practice	A
Diploma Stage	705	MSc Research Methods in Design	C
Certificate Stage	660	MSc Research Methods in Health/Social Research	E
MA Humanities	F	MA Still and Moving Image	C
MDes Visual Communication (Illustration)	E	MSc Strategic Management	e
MSc Image Science see MSc Colour Imaging		MSc Strategic Financial Management	A
LLM Information, Arts and Media, Law	E	MSc Strategic Financial Management (ACCA Top-up)	POA
MA Integrative Arts in Health, Education and Community Settings	C	MSc Strategic Information Technology Management	e
MSc Integrative Counselling and Psychotherapy	**	MA Strategic Sports Management	C
<i>Generic Modules</i>	A	MSc Systematic Practice and Family Therapy (stv)	
<i>Course Specific modules</i>	A	<i>Generic Modules</i>	A
<i>Annual Write up Fee</i>	A	<i>Course Specific Modules</i>	785
MA International Hospitality Management	D	<i>Annual Writing up fees</i>	A
<i>Independent Studies</i>	4xF	MA Tourism Management	D
MA International Spa Management	D	<i>Independent Studies</i>	4xF
<i>Independent Studies</i>	4xF	University Diploma in Computing	E
PG Certificate in Inter-professional Practice Education	A	MSc Wellbeing: Spa, Body and Movement Therapies	D
MA Management		<i>Independent Studies</i>	4xF
<i>Full time:</i>	A	Doctor of Practice in Health & Social Care (Nursing)	POA
MA Marketing Management		Doctor of Practice in Health & Social Care (Pharmacy)	POA
<i>Full time:</i>	A	Doctor of Practice in Health & Social Care (Radiography)	POA
MSc Medical Ultrasound		Doctor of Practice in Health & Social Care (Occupational Therapy)	POA
<i>Generic Modules</i>	C	Doctor of Practice in Health & Social Care (Therapeutic Arts)	POA
<i>Specialist Modules</i>	A	Doctor of Practice in Health & Social Care (Cognitive Behavioural Psychotherapy)	POA
<i>Independent Studies (quadruple)</i>	4xB	Doctor of Practice in Health & Social Care (Counselling)	POA
MSc Medicines Management	B		
MA Music Therapy			
<i>Experiential Modules</i>	A		
<i>Clinical Supervision Modules Stage 1, 2 and 3</i>	A		
<i>Clinical Placement Modules Stage 1, 2 and 3</i>	A		
<i>Independent Studies (quadruple module)</i>	4xE		
MA Visual Communication	E		
PG Cert Osteoporosis and Falls Management			
<i>Specialist modules</i>	A		
<i>Generic modules</i>	C		
PG Diploma in Pharmacy Practice (8 modules)	B		
MA Performance Sportswear Design	C		
MA Performance Design	C		
PG Cert Primary Care Mental Health	PoA		
POA Price on Application		*** MBA, MBA (Public Sector), MBA (Logistics)	
(Stv) Subject to validation		# A charge for Generic modules only applies when not paying a full annual fee for Cert, Dip or MSc	
e Programmes available for study through Online Distance Learning. Please see section 7		≥ Fee includes study materials, student card and car parking permit	
(DL) Programmes available for study outside the UK and EU through Distance Learning		o Provision is also available for study in Cyprus. Please contact the EHS Faculty Office for further details.	
** Further Clinical supervision fees will also be payable with this course.		∞ Four year integrated Masters programme based on undergraduate fee structure	

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Fee (£)	495	450	390	345	270	210

If you are:

- **taking Professional Awards (e.g. ACCA, CIMA) please also refer to Section 4**
- **a postgraduate research student please refer to Section 6**
- **an Online Distance Learning student please also refer to Section 7**

Important: this section details contractual obligations between you and the University

PAYING YOUR FEES

Whether you are invoiced or not the following payment terms apply:

Pay in full at enrolment*(see special offer below)

Or

September enrolment:

Pay 25% of your contribution plus all registration fees at enrolment. Further 25% is due November 1 2010, 25% due January 1 2011, 25% due March 1 2011

January enrolment:

Pay 25% of your contribution plus all registration fees at enrolment. Further 25% is due March 1 2011, 25% due May 1 2011, 25% due July 1 2011

How can I pay my fees?

Debit/credit card – by phoning us on 01332 591022/591023 or visiting our cash offices.

Cheque - payable to University of Derby and sent to University of Derby, Income Section, PO Box 88, Derby, DE22 1XB. Make sure you quote your student number and tell us what you are paying for.

Cash direct to our cashiers

Pay online once you have enrolled – log on at <https://udo.derby.ac.uk>, and go to My Details and Finance.

- Click on the blue "access student centre" top of the page
- Under Finances click on "account inquiry"
- Click on the tabs on the top to either:
 - View charges due
 - View payments made
 - Make a payment

Standing order – this needs to be set up directly with the Finance Department at the start of the year to enable your bank to send us regular payments.

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- Over £2,700 you will receive a £40 book voucher.

When you make payment to the University of Derby it is essential that you let us know what you are paying for.

For more information please refer to the contract terms as laid down in your enrolment document.

- **Penalties for non payment**

If you do not make payment in accordance with University policies, the University reserves the right to take action to recover debts. If a standing order payment is not made, the University may require you to pay the total amount outstanding, not just the missed payment. Please refer to the Sanction Process within the Rights, Responsibilities and Regulations publication.

- **Sponsor information required at enrolment**

If your fees are to be paid by a sponsor (i.e. by your employer) you must provide proof of sponsorship at enrolment. This can either be an original letter of authorisation or a purchase order. Please ensure that the document explains:

- Who is paying your fees
- What fees they are paying (e.g. tuition AND registration, tuition only)

- The address invoices should be sent to

If a sponsor letter has been sent directly to the University, you should bring a copy to enrolment.

Fee Discounts

In normal circumstances tuition fees will not be discounted.

Undergraduate students undertaking less than 50% equivalence to a full-time student's workload, and postgraduate students, will only qualify for a discretionary fee discount in very exceptional circumstances. You must prove that you are suffering severe and extreme financial hardship in a covering letter (attaching evidence), along with an application form for discretionary fee discount which must be submitted to the relevant Faculty Dean. These forms are available from Student Support and Information Services. In such cases Faculty Deans are able to discount up to 25% of tuition fees to a maximum limit of £1,000.

- **Alumni Association**

If you are paying your own tuition fees and have previously graduated from a Higher Education programme at the University of Derby, you are eligible for a 10% discount on Postgraduate Study. You will need to present a copy of either your confirmation of award letter or your certificate at enrolment to qualify.

- **Accreditation of Prior Learning (APL)**

You will be charged 30% of the standard module fee for APL claims that are experiential. There is no charge for certificated APL claims.

- **Short Courses and Language Programmes**

Many Faculties within the University run short course programmes. You should contact the relevant Faculty Office for details:

Faculty of Arts, Design and Technology	01332 591736
Faculty of Business, Computing and Law	01332 591896
Faculty of Education, Health and Sciences	01332 592009
University of Derby, Buxton	01298 71100

For information on courses for businesses and the community, please contact University of Derby Corporate on 0800 678 3311.

TUITION FEE ADJUSTMENT DUE TO WITHDRAWAL

We hope that once you start on your chosen course of study at the University you will want to continue and complete your studies; however we recognise that situations do change and external factors can influence your ability to continue. Making the decision to withdraw from, or interrupt your studies is not easy and advice and guidance is available to help you to make an informed choice.

It is very important that you seek advice as early as possible. It may be that there are alternatives that you have not considered. You should seek advice from Student Support and Information Services, your Programme Leader and Student Liaison Officer in your Faculty.

This section explains the impact on your financial commitment should you need to withdraw during the academic year. If you withdraw from your course, you may be eligible for an adjustment of your tuition fees. This may be a refund of fees paid or a reduction in fees due.

- **Withdrawal and Intercalation**

The date that you withdraw or intercalate (temporarily withdraw) will affect the level of tuition and accommodation fees that may be refunded and it will also affect any other financial support you receive (from the University and/or LA or Student Finance England). Fee adjustments are calculated with reference to the date of withdrawal from the University and cannot be actioned if the withdrawal procedure has not been followed correctly.

In order to withdraw or intercalate you must submit the appropriate form to Student Support and Information Services. The form must be signed by you and an appropriate academic. It must state the date on which you withdrew or intercalated (if backdated, this can not normally be for more than 6 weeks). If you are intercalating you must also provide a date for your return to study. As intercalation situations can be complex, you are advised to contact Student Support and Information Services.

For further information on withdrawal and intercalation please refer to the Student Handbook 2010/11

- **How is a Fee Adjustment Calculated?**

Use one of the following tables, depending whether your programme is priced per module, or only has one possible annual price. **Programmes which fall outside the standard University term dates will follow the general principles laid out within this section and in the tables below. You should check with the programme leader, or within the course handbook, to find-out specific details.** In cases of dispute regarding fee adjustments the Dean of Faculty will arbitrate in the first instance.

An adjustment can only be made against tuition fees. Registration Fees cannot be refunded or reduced. Tables showing how the adjustment is calculated are shown below:

Table 2.1 Part-time, postgraduate and professional courses - priced by module

	Withdrawal dates	Fee retained by the University*	Fee credited to the student/ sponsor*
Within Autumn Semester	Autumn modules - Withdrawal up to 31/10/10 - Withdrawal from 01/11/10 to end of Semester 1	0% 100%	100% 0%
	Spring modules	0%	100%
	Through modules - Withdrawal up to 31/10/10 - Withdrawal from 01/11/10 to end of Semester 1	0% 100%	100% 0%
Within Spring Semester	Spring modules - Withdrawal up to 28/02/11 - Withdrawal from 01/03/11 to end of Semester 2	0% 100%	100% 0%
Within Spring Semester	Summer modules - Withdrawal up to 30/06/11 - Withdrawal from 01/07/11 to end of Semester 2	0% 100%	100% 0%

Table 2.2 Part-time, Postgraduate and Professional Courses - Annual Price Only

Withdrawal dates		Fee retained by the University*	Fee credited to the student/ sponsor*
Sept – June attendance pattern	Jan – Jan attendance pattern		
Up to 14-10-10	Up to 10-02-11	0%	100%
From 15-10-10 to 30-11-10	From 11-02-11 to 28-02-11	55%	45%
After 01-12-10	After 01-03-11	100%	0%

* % of total tuition fees due not amount paid at the time of withdrawal

Other Fee Adjustments

If you amend your course details (e.g. add a module), the fees due will be re-calculated and you will be required to pay any additional amount immediately. If your sponsor does not pay, you will become liable for the debt. You may have to withdraw at that point, but you will still be liable for fees due up to that date. For information on fee adjustments for research awards, please contact the Research Office.

- If you are an international student, please see section 3.

Section 3

Fees and Payment Information for International students

If you are an International student:

- undertaking postgraduate research please refer to Section 6
- taking an Online Distance Learning course please refer to Section 7
- taking a professional course please also refer to section 8 with regards to withdrawal arrangements.

Important: This section details contractual obligations between yourself and the University. Your fees for the academic year 2010/11 will have been communicated to you from the University's International Office, Research Office, or Faculty Office. Please ensure that you bring a copy of this advice letter to your formal enrolment session.

If you are a student from outside the European Union (EU) you are required to pay the *International Student tuition fee* for your chosen programme of study.

Tuition fees for international students 2010/11

Programme	Fee for 10/11 Academic Year	Duration
Pre-sessional English for Academic Purposes	£5,610	30 week block
Pre-sessional English for Academic Purposes	£2,805	15 week block
Pre-sessional English for Academic Purposes	£1,785	10 week block
Pre-sessional English for Academic Purposes	£970	5 week block
International Foundation Programme	£6,250	
Key Academic Skills	£235	2 week block
Preparatory Course in Arts, Design and Technology for Postgraduate study (MSc Mechanical and Manufacturing Engineering/MSc Control and Instrumentation)	£2,050	5 week block
International Preparatory Programme	£1,450	
Undergraduate Courses*		
Arts and non lab based	£8,500	Normally 3 years
Technology and lab based	£8,800	
Postgraduate Courses		
Arts and non lab based	£8,950	
Technology and lab based	£9,250	Normally 1 year
PG Cert Applied Petroleum Geoscience	£3,660	12 week block
PG Dip Applied Petroleum Geoscience (Diploma Stage only)	£3,660	Normally 2 semesters (PT/DL)
Graduate Diploma in Psychology	£8,475	Normally 1 year
MSc Adult Cognitive Behavioural Psychotherapy**	£12,870	Normally 1 1/2 years
MSc Cognitive Behavioural Psychotherapy Child and Adolescent**	£12,870	Normally 1 1/2 years
MSc Integrative Counselling Practice	£12,870	Normally 1 1/2 years
PG MSc Applied Petroleum Geoscience Independent Studies Project	£3,660	
MSc Conservation Biology	£9,250	
Optional field course module (Tropical conservation) additional fee of £1500		
Masters of Business Administration (MBA)	£10,400	Normally 1 year
Pre MBA (incl. English)	£2,265	8 week block
Pre MBA (excl. English)	£1,080	8 week block
University Diploma in Computing	£2,830	Semester

Undergraduate tuition fees are fixed for the duration of your programme

The annual above fees apply for a standard number of credits per year (e.g. 120 credits at Undergraduate, 180 credits at Postgraduate).. Additional modules taken above this amount will attract a Module Retake fee. Please contact the University's International Office for further details.

* *International students undertaking the accelerated undergraduate programme will pay this fee for each phase (stage) of study.*

** Further clinical supervision fees will also be payable with this course.

** *For applicable fee please contact the Faculty of Education, Health and Sciences.*

- **Placement Year Fees**

Some programmes include a one year placement. The international fee for this placement year is £1,310.

Paying your fees

Tuition fees are only accepted in pounds sterling. Postgraduate taught, MBA and undergraduate students are required to pay a deposit 50% of their total tuition fees in advance of enrolment. This deposit is non-refundable unless a student's visa application is refused, when it will be refunded in full. This deposit and the outstanding tuition fees can be paid:

- In one payment at enrolment
- By instalments
- By sponsor in full prior to enrolment.

a) In one payment at enrolment

- If you pay the full Higher Education tuition fee at enrolment by (not including any discretionary or scholarship fee waivers):
 - 30/09/2010 for September intake; or
 - 30/01/2011 for January 2011 intake

you will be eligible for a discount of £500.00 (this does not apply to Further Education or Postgraduate Research students).

- If your fees are paid by a sponsor, your sponsor can receive £500.00 discount on full payment of fees at enrolment by 30/09/2010. You can not personally obtain the discount if a sponsor is paying your fees - this discount goes to your sponsor.
- An **Alumni Discount** of 10% of the annual course fee will also be awarded if you are on Postgraduate courses and have completed an Undergraduate programme at the University of Derby.
- If you have studied an FE programme at the University of Derby, you will be granted a £200.00 **Graduate Discount**; redeemable on your first year HE fees only.
- **IMPORTANT:** Please note that the discount for the payment of the tuition fees in full is only applicable to the following Higher Education courses:
 - Undergraduate Courses
 - Postgraduate Courses
 - MBA

b) Payment by instalments

- If you are enrolling in September 2010 or January 2011 (before 30/09/10 and 30/01/11 respectively) and you are paying your own fees, these can be paid in 3 instalments as detailed in the following table:

Table 3.1.

	Enrolment in September 2010	Enrolment in January 2011
1st instalment	50% AT ENROLMENT	50% AT ENROLMENT
2nd instalment	25% by 30th November 2010	25% by 31st March 2011
3rd instalment	25% by 31st January 2011	25% by 31st May 2011

Important:

- These payments must be made whether or not you receive an invoice
- Reminders for the 2nd and 3rd instalment are not automatically issued
- At enrolment, you must pay 50% of the fees. If this is not paid, you will not be allowed to complete enrolment and will not be able to start your course

c) From a sponsor

- If a sponsor (i.e. an organisation such as your employer) is paying your tuition fees then payment of the fees should be made in full at or prior to the time of enrolment.

How can I pay my fees?

Debit/credit card – by phoning us on 01332 591022/591023 or visiting our cash offices.

Cheque – payable to University of Derby and sent to University of Derby, Income Section, PO Box 88, Derby, DE22 1XB. Make sure you quote your student number and tell us what you are paying for.

Cash direct to our cashiers

Pay online once you have enrolled – log on at <https://udo.derby.ac.uk>, and go to My Details and Finance.

- Click on the blue “access student centre” top of the page
- Under Finances click on “account inquiry”
- Click on the tabs on the top to either:
 - View charges due
 - View payments made
 - Make a payment

Standing order – this needs to be set up directly with the Finance Department at the start of the year to enable your bank to send us regular payments.

• Penalties for non-payment

If your payment is not made in accordance with University policies, the University reserves the right to recover the debt.

• If you pay by banker's draft or a cheque for full fees

If you have a banker's draft or cheque for full fees payable to the University, please note that it is not possible for the University to refund two thirds of the fees to you for payment of later instalments. By making full payment at enrolment, you are eligible for a discount of £500 to be deducted from your tuition fees provided that you have not received any other discount.

Tuition fee adjustment due to withdrawal

It is hoped that once you arrive at the University you will want to finish your chosen course of study but we realise that sometimes students cannot, for one reason or another, complete their studies. This section explains what the impact on your financial commitment will be should you need to withdraw during the academic year. If you withdraw from your course, you may be eligible for an adjustment of your tuition fees. This may be a refund of fees paid or a reduction in fees due. Fee adjustments are calculated with reference to the date of withdrawal from the University and cannot be actioned if the withdrawal procedure has not been followed correctly. Details of the withdrawal procedure and tables showing how the adjustment is calculated are shown below.

An adjustment can only be calculated against tuition fees. Registration fees cannot be reduced or refunded.

Fee adjustments apply to withdrawals and intercalations (temporary withdrawals). As intercalation situations can be complex, you are advised to contact the Overseas Student Advisor.

Non-refundable tuition fee deposits paid prior to enrolment will be retained by the University.

• How is a Fee Adjustment Calculated?

The adjustment is based on the date of withdrawal and your student status (i.e. what course you are studying).

If you are:

- a full-time, undergraduate, international student refer to Table 3.2
- an international student retaking modules contact the International Office
- a postgraduate taught international student refer to Table 3.3
- a research student consult the Research Office, prior to enrolment, as the calculations can vary according to your enrolment date

If your programme of study is not standard or operates outside of the standard teaching calendar, any adjustment required will follow the general pattern shown in Table 3.3 but will be adjusted to take into account the non-standard dates.

Please note that withdrawal will be allowed for either one of the following reasons:

Personal circumstances requiring your return to your country
Transfer to another institution.

Table 3.2 - Full-time undergraduate international students

Withdrawal dates		Fee retained by the University*	Fee credited to the student/ sponsor*
Sept – June attendance pattern	Jan – Jan attendance pattern		
Up to 31-10-10	Up to 29-02-11	0%	100%
From 01-11-10 to 31-11-10	From 01-03-11 to 31-05-11	50%	50%
After 01-12-10	After 01-06-11	100%	0%

Table 3.3 - Full-time postgraduate international students

Withdrawal dates		Fee retained by the University*	Fee credited to the student/ sponsor*
Sept – June attendance pattern	Jan – Jan attendance pattern		
Up to 31-10-10	Up to 29-02-11	0%	100%**
From 01-11-10 to 31-11-10	From 01-03-11 to 31-05-11	100%	0%

Table 3.4 – part-time postgraduate and professional courses – priced by module

	Withdrawal dates	Fee retained by the University*	Fee credited to the student/ sponsor*
Within Autumn Semester	Autumn modules - Withdrawal up to 31/10/10 - Withdrawal from 01/11/10 to end of Semester 1	0% 100%	100% 0%
	Spring modules	0%	100%
	Through modules - Withdrawal up to 31/10/10 - Withdrawal from 01/11/10 to end of Semester 1	0% 100%	100% 0%
Within Spring Semester	Spring modules - Withdrawal up to 29/02/11 - Withdrawal from 01/03/11 to end of Semester 2	0% 100%	100% 0%
Within Spring Semester	Summer modules - Withdrawal up to 30/06/11 - Withdrawal from 01/07/11 to end of Semester 2	0% 100%	100% 0%

* % of total tuition fees due not the amount paid at the time of enrolment.

** The fee credited is 100% after the deduction of any non-refundable deposit paid.

- **If you are studying a professional course you should also refer to Section 4 with regards to withdrawal arrangements.**
- **How do I withdraw from the University and arrange a fee adjustment?**
Before you formally leave your programme it is vital that you discuss this with your Programme Leader or Academic Counsellor. You may also seek advice from Student Advisors or the Careers Advisory Service and it is advisable that you contact the Student Records and Fees Unit.

If you do decide to withdraw from the University you will need to submit a Withdrawal Form. This must state the date on which you withdrew and be signed by an appropriate academic. For further details of the procedure for withdrawing from the University please refer to the *Student Handbook 2010/11*. Please note: You must submit documentary evidence of either your return home or your transfer to another institution prior to any fee adjustment being processed.

- **The refund process**

Refunds will be made as follows: -

- If you are transferring we will only send payment directly to your new institution. The new institution must send a written confirmation letter of your enrolment (mentioning reference to be quoted in any future correspondence), to the International Office, University of Derby.
- If you are returning to your home country we will make payment by bank transfer. If fees are owed, you will be sent a Credit Note, which will show the revised amount, owed to the University. This should be paid immediately. The University reserves the right to take action to recover debts
- If your fees were paid by a sponsor the refund will be made to the sponsor not the student
- Refunds are issued in Pounds Sterling and all currency charges will be the students' responsibility

Section 4

Fees and Payment Information for Courses Leading to Awards from Professional Bodies

- The tuition fees below are priced by standard-sized 15 credit module or unit.
- Modules with differing credit values are charged pro rata
- Figure in brackets = the number of standard-sized modules taken in the academic year which will attract the annual fee presented
- To calculate the total fee payable multiply the fee per module by the number of 15 credit modules you intend to take during 2010/11

Programme	Modular Fee	Annual Fee (£)	Registration Fee (£)
ACCA▲	C** per paper		
Chartered Institute of Building (Project Evaluation Development)	E	E (1)	
Chartered Institute of Marketing: Professional Certificate in Marketing#xx	E	E x 4 (4)	
Chartered Institute of Marketing: Professional Diploma in Marketing#xx	D	D x 4 (4)	
Chartered Institute of Marketing: Professional Postgraduate Diploma in Marketing#	C	C x 4 (4)	
CIMA▲	C**		
Chartered Institute of Purchase and Supply: Certificate ■xx	E		
Chartered Institute of Purchase and Supply: Diploma ■xx	C		
Chartered Institute of Purchase and Supply: Advanced Diploma ■xx	C*		
Chartered Institute of Purchase and Supply Graduate Diplomaxx	C		
CIPD Certificate in Personnel Practice	1290		185†x
City and Guilds 2377 Portable Testing Course for Operators	-	210❖≥	
City and Guilds 2377 Portable Testing Course for Managers	-	210❖≥	
Diploma in Acoustics and Noise Control	C	1400(4)	
IQA Diploma in Quality	195		
ILM Certificate in First Line Management	-	1,380	120*
ILM Diploma in Management (Open Programme)	-	1,750	150*
Post Qualifying Higher Specialist Award in Inter-Professional Practice Education (GSCC accredited)	£480 (20 Credit Module)		
The following are UK Standards verification endorsed;			
Preparing to Teach in the Lifelong Learning Sector	270		
Professional Certificate to Teach in the Lifelong Learning Sector	675		
Professional/Graduate/Diploma to Teach in the Lifelong Learning Sector (part time)		1,340	
Professional Graduate Diploma (full time)		3,450	
PG CERT Interprofessional Practice Education (NMC accredited)	B		

* Project and Case Study Modules = F

** These programmes may be taken by Open/Distance Learning:

UK based = F, EU based = D, International based = A

❖≥ Fee includes IEE Code of Practice and examination fee.

† Per exam, payable prior to exam (This is the 2008/2009 figure, which is subject to change)

x Approximate amount payable directly to the professional body (not to the University)

Fee includes study materials and student card

▲ Fee includes study materials, student card – **International Students will be charged C + £200 per paper**

■ Fee includes text books and revision packs

stv Subject to validation

xx International Students will be charged at the modular fee plus £220 per module

The 2010/11 undergraduate and postgraduate taught modular fee bands are:

Modular Fee Band	A	B	C	D	E	F
Fee (£)	495	450	390	345	270	210

PAYMENT TERMS

Payment terms upon application

REFUND ARRANGEMENTS

The refund arrangements for professional courses are as follows:

- **100%** In the event that the University is unable to provide the module all student fees are fully refundable.
- **80%** Where a student gives a minimum of 28 days written notice before the start of the module study period of an inability to undertake the module, all student fees are refundable less an administrative fee of 20%.
- **50%** Where a student gives less than 28 days written notice before the start of the module study period of an inability to undertake the module, all student fees are refundable less 50%.
- **50%** Where a student gives notice in writing of intention to withdraw from a course within 14 days after the start of the module study period, all student fees are refundable less 50%.
- **0%** Where a student withdraws from a module, whether or not any notice is given, after 14 days after the start of the module study period, no refund of student fees can be made.

Transfers to a different ACCA or CIMA module may be made without penalty in specific circumstances (e.g. due to a professional exemption). Please contact the Faculty of Business, Computing and Law for further details.

Please note

In addition to the arrangements above, each ACCA and CIMA module fee includes a £25.00 non-refundable deposit to cover the cost of materials

The 2010/11 undergraduate and postgraduate taught modular fee bands are:

Modular Fee Band	A	B	C	D	E	F
Fee (£)	495	450	390	345	270	210

Section 5

Fees and Payment Information for Work Based Learning courses

Programme title

Work Based Learning Undergraduate
Work Based Learning Postgraduate

£

E (Band C for EU students)
C (Band A for EU students)

- For the MBA via the Work Based Learning route the fee is as per Section 7.
- APEL claims will be charged at 30% of the standard module/component fee.

PAYMENT TERMS

- 50% of fees are to be paid at enrolment. A further 25% is due within 60 days of class start date
- The balance must be cleared within 120 days of class start date

Section 6

Fees for Postgraduate Research Degree (PGR) Awards (MPhil/PhD)

The fees information below applies to Home, EU and International Students who are enrolling for a Research Degree (PhD/MPhil) for the first time after 01 August 2009.

The fees detailed below refer to the annual fee payable. This fee is increased annually by the prevailing UK rate of inflation.

For further details please see the Postgraduate Research Degree Tuition Fees Leaflet (available from the Research Office), or visit <http://www.derby.ac.uk/research/postgraduate-research-degrees>

Home and EU Full Time Annual Fee for 2010/11

Master of Philosophy £3,465
 Doctor of Philosophy – Traditional Route £3,465
 Doctor of Philosophy – New Route £3,465

Home and EU Part Time Annual Fee for 2010/11

Master of Philosophy £1,725
 Doctor of Philosophy – Traditional Route £1,725
 Doctor of Philosophy – New Route £2,085

International Full Time Annual Fee for 2010/11

Master of Philosophy £8,880
 Doctor of Philosophy Traditional Route £8,880
 Doctor of Philosophy – New Route £8,880

International Distance Learning Annual Fee for 2010/11

Master of Philosophy £4,440
 Doctor of Philosophy Traditional Route £4,440
 Doctor of Philosophy – New Route £5,685

Staff registering for a PhD on the basis of published works

PhD on the Basis of Published Works [University of Derby staff only] Single fee of £765
 PhD on the Basis of Published Works [Staff from collaborating institutes only] Single fee of £1,530

Other Postgraduate Research Fees

Re-examination involving a viva-voce examination single fee of £400

Prospective PGR students in science are advised that if your project entails significant project-related costs, the Faculty in which you undertake your research may, within reasonable and agreed limits, invoice for additional charges to cover these costs.

PAYING YOUR FEES

You can pay by cheque, cash or debit/credit card.
 You can enrol at any time of year. Please refer to the **Postgraduate Research Degree Tuition Fees Leaflet** for more details (available from the Research Office).

Section 7

Fees for Online Distance Learning Courses

- Unless stated otherwise, the tuition fees below are priced by standard-sized 15 credit module or unit.
- Modules with differing credit values are charged pro rata
- To calculate the total fee payable multiply the fee per module by the number of 15 credit modules you intend to take during 2010/11
- You can find more information about this flexible mode of study at www.derby.ac.uk/online

Programme title	UK Fee*	Non UK Fee*	Fees for existing EU (excluding UK) students enrolled prior to September 2008
University Diploma			
Events Safety Management	E	C	-
Psychotherapeutics	C	B	C
University Advanced Diploma			
Cognitive Behavioural Skills and Studies	D	C	D
Foundation Degrees			
Events Management	E	C	-
Hairdressing and Salon Management	E▲	C	D
Hotel Management	E	C	-
Spa Therapies/Management	E▲	C	D
Teaching in Long Life Learning Sector-Beauty and Spa	F	-	-
Teaching in Long Life Learning Sector-Hairdressing	F	-	-
Teaching in Long Life Learning Sector-Hospitality	F	-	-
Bachelor's Degrees with Honours			
Applied Psychology/Psychology pre 2007	E	C	D
Applied Psychology/Psychology post 2007	RDI	RDI	RDI
Business Studies	E■	C	D
Hairdressing and Salon Management (Top-up)	E▲	C	D
Hospitality Management (Top-up)	E▲	C	D
Nursing Studies(Top-up) (Adult and Mental Health)	D	C	D
University Certificate in Psychology	A	A	
Graduate Diploma in Psychology	A	A	
Postgraduate Awards			
PG Certificate in Clinical Supervision	C	A	B
Master of Business Administration (MBA) / MBA: Logistics			
<i>Certificate Stage</i>	£875	£875	
<i>Diploma Stage</i>	£875	£875	
<i>Masters Stage</i>	£1035	£1035	
Master of Business Administration (MBA) (Advanced Standing)			
ACCA	£875	£875	
CIMA	£875	£875	
MA Education			
pre 2007	F	B	£240
post 2007 to 2009	RDI	RDI	RDI
2010 to present	B	£545	D
MA Education: Guidance	F	£545	E

The 2010/11 undergraduate and postgraduate taught modular fee bands are:

Modular Fee Band	A	B	C	D	E	F
Fee (£)	495	450	390	345	270	210

MSc in Environmental Health	B	£545	B
	Independent study (quadruple module)	Independent study (quadruple module)	
	4XF	4XE	4XF
MSc in Environmental Management	B	£545	B
	Independent study (quadruple module)	Independent study (quadruple module)	
	4XF	4XE	4XF
MSc in Ergonomics/MSc in Health Ergonomics	D	£545	C
LLM Commercial Law	E	B	D
	pre 2007		
	post 2007 to 2009	RDI	RDI
	2010 to present	B	D
MSc Strategic Information Technology Management	C	£545	B
MSc Strategic Management	C	£545	B
MSc Occupational Therapy			
Specialist Modules	A	£746	
Generic Modules	D	£585	
Independent Study Module	4XC	£2984	
MSc Occupational Therapy (Community)			
Specialist Modules	A	£746	
Generic Modules	D	£585	
Independent Study Module	4XC	£2984	
MSc Hand Therapy			
Specialist Modules	A	A	
Generic Modules	D	D	
Hand Therapy in Practice	£537	£956	
Independent Study Module	4XC	C	

▲ For existing UK students enrolled prior to September 2007, the modular fee will be £210

■ For existing UK students enrolled prior to September 2008, the modular fee will be £210

RDI

These online distance learning programmes are operated through a partnership with RDI who have a different pricing structure. For more details please contact the Online Distance Learning Support Team at onlinelearning@derby.ac.uk or on +44 (0)1332 592141.

PAYING YOUR ONLINE DISTANCE LEARNING FEES

You can pay your tuition fees by cheque, cash, or debit/credit card. Whether you are invoiced or not the following payment terms apply:

If you're paying for yourself you'll pay your fees in 4 instalments over 7 months.

Pay in full at enrolment*

OR

...for September enrolment:

Pay 25% of your contribution plus all registration fees at enrolment. Further 25% is due November 1 2010, 25% due January 1 2011, 25% due March 1 2011

...for January enrolment:

Pay 25% of your contribution plus all registration fees at enrolment. Further 25% is due March 1 2011, 25% due May 1 2011, 25% due July 1 2011

...for April enrolment:

Pay 25% of your contribution plus all registration fees at enrolment. Further 25% is due June 1 2011, 25% due August 1 2011, 25% due October 1 2011.

• Refund arrangements

The refund arrangements for Online Distance Learning students are as per section 2 of this publication.

The 2010/11 undergraduate and postgraduate taught modular fee bands are:

Modular Fee Band	A	B	C	D	E	F
Fee (£)	495	450	390	345	270	210

Table 2.1 Part-time, postgraduate and professional courses - priced by module

	Withdrawal dates	Fee retained by the University*	Fee credited to the student/ sponsor*
Within Autumn Semester	Autumn modules - Withdrawal up to 31/10/10 - Withdrawal from 01/11/10 to end of Semester 1	0% 100%	100% 0%
	Spring modules	0%	100%
	Through modules - Withdrawal up to 31/10/10 - Withdrawal from 01/11/10 to end of Semester 1	0% 100%	100% 0%
Within Spring Semester	Spring modules - Withdrawal up to 28/02/11 - Withdrawal from 01/03/11 to end of Semester 2	0% 100%	100% 0%
Within Spring Semester	Summer modules - Withdrawal up to 30/06/11 - Withdrawal from 01/07/11 to end of Semester 2	0% 100%	100% 0%

DECLARATION

The University of Derby has done everything possible to ensure that the information in this publication was correct at time of going to press. However, the University reserves the right to update fees, terms and conditions subsequent to publication, and cannot guarantee that changes will not occur. If such changes do occur, the University of Derby will issue supporting information detailing any changes that have occurred.

For the latest fees information please see www.derby.ac.uk or contact the Student Records and Fees Unit on 01332 591063 /financialguidance@derby.ac.uk

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