

2019/20 Fees Information

For Programme Students and Spouses

This document provides information about the College's tuition and accommodation fees. Please read it in conjunction with the 2019/20 Programmes Handbook where you will find full details of our undergraduate and postgraduate programmes.

Section 1: Tuition Fees

a. Undergraduate programmes

		Full time	Part time
CertHE:	Certificate of Higher Education in Theology	1 year	2 years
FdA:	Foundation Degree Arts in Theology	2 years	4 years
BA(Hons):	Bachelor of Arts (Honours) in Theology	3 years	6 years
MTheol*:	Master in Theology in Theology	4 years	6 years

**The MTheol is a 4-year integrated undergraduate Masters programme. Years 3 & 4 may be taken full time only.*

Full time	per year	£9,000
Part time	Fees are charged termly according to the credit rating of the modules taken that term (see table below). Part time students normally take 60 credits per year. As an indicator, £4,596 is the figure for a 60 credit year of study	Charged per module (see table below)
Middlesex University Registration Fee		£761

Credits per Module	Student fee to credit internally
5	£383
10	£766
15	£1,149
20	£1,532
25	£1,906

- Tuition fees are payable each year; normally, there is an increase in Oak Hill College tuition fees of approximately 3-5% each year.
- The Middlesex University Registration Fee is subject to annual review by the University.
- Please see Section 3 of this document for details of what the tuition fee includes and when the Middlesex University Registration Fee is payable.

b. Postgraduate programmes

		Full time	Part time
MA:	Master of Arts in Theology	12 months	22-24 months
MTheol (3rd year direct entry):	Master in Theology in Theology	2 academic years	n/a
PGDip:	Postgraduate Diploma in Theology	1 academic year	2 academic years
		Pathway A	Pathway B
PGCert*:	Postgraduate Certificate in Theology	1 year	2 years

**PGCert Pathway A students will be registered as full time. Full time with reference to the PGCert means doing two modules in the same academic year and is not the same as being registered as a full time student on other Oak Hill programmes.*

MA	full time	£9,500
	part time (payable for each of two years)	£4,750
MTheol	full time (payable for each year)	£9,000
PGDip	full time	£9,000
	part time (payable for each of two years)	£4,500
PGCert	Pathway A	£3,800
	Pathway B (payable for each of two years)	£1,900
Middlesex University Registration Fee		£761

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c. Additional costs

Please note that

- For TCC students, the compulsory TCC placement modules PM2.8 and PM4.8 consist of a month-long cross-cultural placement followed by a written assignment and will incur additional costs
- Independent students (non-ordinands) may have additional expenses to travel to their weekly church placement (PM1.2, PM1.3, PM1.4, PM2.2, PM2.3, PM2.4) and summer block placement (PM2.5)
- The elective module BS6.8 Biblical Geographies will incur extra costs for the field trip
- Occasionally college may require students to buy textbooks, such as a language book
- For printing and photocopying, students are charged 5p per page of A4 for black and white and 10p per page of A4 for colour
- In the case of failing an assessment, please note that resit fees will be charged as follows:
 - Non-exam component: £50 per component
 - Exam resit: £75 per exam
 These fees are subject to annual review. Any changes will be notified to students.

d. Part time programme students taking extra modules for audit or credit

Modules may be taken in one of two ways:

- **Auditing** a module means attending lectures but not submitting any assessments, and therefore no mark, credits or feedback are received at the end
- **Crediting** a module means attending lectures, undertaking all of the assessment for a module and receiving a mark, credits and feedback at the end

Fees are charged according to the credit rating of the module and whether it is taken for audit or credit. Fees are payable in the term the module is running. For modules lasting more than one term, the full fee is charged and payable in the first term of the module.

Credits per Module	Student fee to audit internally	Student fee to credit internally
5	£230	£383
10	£460	£766
15	£690	£1,149
20	£920	£1,532
25	£1,150	£1,906

Normally there is an increase in fees of approximately 3-5% each year.

‘Word of God’ module (BD1.1)

For the ‘Word of God’ module (BD1.1) which is 0 credits, please note that any external auditor, external creditor or spouse being charged for the module, will be charged a minimum fee, the equivalent of a 5 credit module above (which is the weighting of the module in terms of content).

Section 2: College-Owned Accommodation Fees

Single students	52 week accommodation*	£6,576
Married students	Property size (subject to availability)	Rent ranges (per month)
	1 bedroom	£837-£933
	2 bedroom	£1,030-£1,098
	3 bedroom	£1,123-£1,153
	4 bedroom	£1,264
	Initial deposit on all married accommodation	£400

**See below for reduced fee for final year students*

College reserves the right to increase rental charges each year within a range of 3%-10%. For the 2020/21 academic year there will be an increase of 10% on all accommodation charges. For married accommodation, rental increases apply from 1 August of the relevant year.

- Please note that only full time students are eligible to apply for college accommodation. Part time and PGCert students are not eligible to apply for college accommodation.
- Part time students have the opportunity to book guest accommodation for the nights that they wish to stay in College. For 2019/20 the price per night (bed and breakfast) for part time students is £28, per person, per night. Information about availability and booking will normally be published at the start of each academic year.

Single students

- The single student accommodation fee is charged for the period 1 September 2019 to 31 August 2020. (New students arriving on the Thursday 29 or Friday 30 August 2019 before Welcome Week are effectively not charged for those nights prior to 1 September.)
- For single students, the accommodation fee includes breakfast each weekday during term time, when college meals are provided

- For single students in their final year they will be expected to move out by Saturday 27 June 2020. The accommodation fee for a final year single student is **£5,419.78**
- Final year students may put in a request to stay in their accommodation beyond 27 June 2020. If approved, the per night charge is **£18.07**

Section 3: Supplementary Information

a. What does the tuition fee include?

- For the **full time CertHE, FdA, BA(Hons), MTheol, PGDip and MA**, the tuition fee includes:
 - All tuition, including induction, teaching and admin support
 - Personal tutorials
 - Fellowship Group
 - Library and VLE facilities
 - Study facilities
 - Internet access in the Academic Centre, all rooms and flats in the Main Building and all single accommodation
 - Lunch each weekday during term time, when college meals are provided.
- For the **PG Cert (both Pathway A and Pathway B) and the part time CertHE, FdA, BA(Hons), PGDip and MA**, the tuition fee includes:
 - All tuition, including induction, teaching and admin support
 - Regular group meeting for part time students (this is different to Fellowship Groups for full time students)
 - Library and VLE facilities
 - Study facilities
 - Internet access in the Academic Centre and Main Building
 - N.B. Students on these programmes may book in for college lunches during term time via the meals booking in system. They will then be billed on a termly basis for whatever they book in for. Please see the meals section below for details of costs.

b. When are tuition fees payable?

- **Full time CertHE, FdA, BA(Hons), MTheol, PGDip, MA students; PGCert Pathway A students; part time PGDip and MA students:** tuition fee bills are issued after the start of the academic year and tuition fees are normally payable in two instalments in October and February.
- **Part time CertHE, FdA and BA(Hons) students:** tuition fees are charged termly according to the credit rating of the modules taken that term.
- **PGCert Pathway B students:** the tuition fee will be charged for the term in which the module is taken in each year.

c. What are the fees arrangements for Church of England ordinands?

The normal expectation for ordinands starting training in September 2017 onwards is that funding for a candidate's fees is provided by Ministry Division to the sponsoring diocese, who in turn pay the training institution, and that the sponsoring diocese will cover living expenses and advise their candidate of additional grants available. Ministry Division set the fee and maintenance figures for ordinands.

Ordinands who commenced their training prior to 2017 will continue to have fees and living expenses covered as previously.

d. What is the Middlesex University Registration Fee?

Oak Hill College is an Enhanced Validated Partner of Middlesex University. Its validated programmes have been developed, are delivered and assessed by the College; they are awarded and quality assured by Middlesex University. This means that our students are liable for registration fees.

e. When and how often is the Middlesex University Registration Fee payable to Oak Hill?

The registration fee is payable for two years of study on each programme. In practice, this normally means it is payable for:

	Full time	Part time
CertHE	First year	First & second years
FdA	First & second years	First & second years
BA(Hons)	First & second years	First & second years
PGDip	First year	First & second years
MA	First year	First & second years
MTheol (3rd year direct entry)	Third & fourth years	N/A
	Pathway A	Pathway B
PGCert	First year	First & second year

- Students who complete a qualification and then decide to enrol for further study on a higher qualification may incur a further registration fee.
- The registration fee is normally included in the tuition bill at the start of each relevant academic year

f. Can I audit modules in addition to my full time or part time study?

- Full time undergraduate students may audit additional modules at no extra charge, subject to the approval of their personal tutor. They may also credit additional modules at no extra charge, subject to the approval of their personal tutor.
- Part time undergraduate students may audit additional modules at the internal auditing rate (see Section 1d above), subject to the approval of the College Director.
- Postgraduate students (MA, PGDip, PGCert) may audit at no extra charge up to two additional modules, regardless of credit rating or level, over the duration of their programme i.e. this would normally mean 2 modules in one year for full time students and 1 module per year for part time students. Any modules taken for audit above the limit of two would be charged at the internal auditing charge (see Section 1d above). For postgraduate students, auditing modules is subject to the approval of their personal tutor or the Director of Postgraduate Studies, as appropriate.

g. When are accommodation fees payable?

- Students in married accommodation pay rent on a monthly basis by standing order.

- Single students are billed for tuition and 52 week accommodation for the year at the same time after the start of the academic year and the bill is normally paid in two instalments in October and February (or other agreed payment plan).
- Due to the financial year ending at the end of July, the bill for single accommodation issued at the start of the academic year will be for the period up to and including 31 July the following year. After that, an invoice will be issued to returning students for the remainder of the 52 week period.

h. What charges are there for study options for spouses of Oak Hill students?

Spouses of full time students (with the exception of PGCert students)

- who study full time will be charged the normal full time fees
- who study part time on an award programme will be charged half price for each module and full price for the registration fee
- who credit individual modules without working towards an award will be charged half price for each module and the full registration fee for each module
- may audit modules at no charge

Spouses of part time students (with the exception of PGCert students)

- may audit up to 15 credits worth of modules per year at no charge; any additional modules which are audited will be charged at the normal internal price
- who study any other credited study, whether full or part time, will be charged at the normal price

Spouses of PGCert students (Pathways A and B)

- may audit modules up to 5 credits per term (in each term that the student is studying) at no charge; any additional modules which are audited will be charged at the normal internal price
- who study any other credited study, whether full or part time, will be charged at the normal price

For any full time study, part time study or crediting of individual modules, spouses need to apply separately and by the usual closing dates for receiving applications; registering for spouse auditing in the first year of study will be done just before starting at college. Please contact the Admissions Office for more details on admissions@oakhill.ac.uk

Credits per Module	Student fee to credit internally	Spouse (of FT student) fee to credit internally	Spouse fee to audit internally (where charged)
5	£383	£192	£230
10	£766	£383	£460
15	£1,149	£575	£690
20	£1,532	£766	£920
25	£1,906	£953	£1,150
30 (postgraduate)	£1,906	£953	£1,150

Registration fees

- Those who *credit* individual modules without working towards an award will be charged an additional Middlesex University Registration Fee of **£67** per 40 credits. The Middlesex University Registration Fee is subject to annual review by the University.
- There are no registration fees payable for modules which are audited.

i. How much do meals cost?

- Single residential full time students have historically been entitled to three meals a day, seven days a week during term time. This is included in their tuition and accommodation fees. As college does not provide weekday evening and weekend meals, a nominal rebate is provided. From 2020/21 no rebates will be provided.
- Married full time students are entitled to the equivalent of five lunches per week during term time. This is included in their tuition fee.
- All others (e.g. PGCert students, part time students, external creditors and external auditors) may book in for college lunches during term time. They will be charged £3 for each lunch they book in for.
- If a full time student doesn't use all of their meals entitlement, they will receive a small rebate which is based on the cost of the food rather than on the charge for the meal which would include overheads and labour costs. From 2020/21 no rebates will be provided.
- If a full time student exceeds their meals entitlement by booking other people in, they are charged £3 per lunch.
- The meal pricing structure is subject to annual review. Students will be informed of any increases for the following year as soon as possible.

Oak Hill College reserves the discretion to charge appropriate fees in the case of a special programme being agreed for any student.