

TUITION FEES 2019/20

For each academic year, or part of an academic year that you are enrolled, the School charges a tuition fee, which covers all elements of your registration, tuition and supervision. This document sets out tuition fees charged by the School for the academic year 2019/20. It also answers some 'frequently asked questions'.

HOME / EU UNDERGRADUATE STUDENTS

Most HOME / EU students are not required to pay the tuition fee up front because most are eligible for a student loan to cover their tuition fee. This means that you will not have to find the money before you start your course or whilst you are studying and your fees will be paid directly to the School. You can find out how to apply for a student tuition fee loan here -

<https://www.gov.uk/student-finance>.

If you are applying to study an equivalent or lower qualification (ELQ) to one that you already hold (for example, you already have a Bachelors degree and are applying to study a BA at Central) you are no longer entitled to government support for your course. This means that you will have to pay the ELQ fee rate.

NON-EU UNDERGRADUATE AND ALL POSTGRADUATE STUDENTS

To accept a place at the School you must also pay a deposit. This is non-refundable and will be deducted from your fees at registration. It is used to discourage students accepting a place when they are unlikely to register which means that another applicant will unnecessarily miss out on gaining a place on the course. The deposit is £1,000 for Home/EU postgraduate courses, £2,000 for students paying ELQ fees and non-EU, overseas students.

ALL STUDENTS

There may be some limited additional costs not covered by the tuition fees for materials, equipment or field trips required for your course of study. Information regarding these additional costs will be sent with your invitation to enrol in July or August. When a course requires a student to undertake a Disclosure and Baring Service (DBS) check, the associated fee will normally be paid by the School.

Students normally resident in the US will be charged in £ Sterling. The £ Sterling fee may be settled in full in \$US Dollars (please see section below "How are fees paid"). Payee responsibility for full settlement includes accounting for all bank charges and exchange fluctuations at the point of payment.

FEES TABLE

FULL-TIME UNDERGRADUATE (3-YEAR COURSES)	Home/EU (£)	ELQ^ (£)	Overseas (£)
BA (Hons) Acting – Year 1	9,250	21,413	21,413
BA (Hons) Acting – Year 2	9,250	20,882	20,882
BA (Hons) Acting – Year 3	9,250	20,882	20,882
BA (Hons) Contemporary Performance Practice – Year 1	9,250	20,018	20,018
BA (Hons) Contemporary Performance Practice – Year 2	9,250	18,748	18,748
BA (Hons) Contemporary Performance Practice – Year 3	9,250	18,748	18,748
BA (Hons) Theatre Practice – Year 1	9,250	20,018	20,018
BA (Hons) Theatre Practice – Year 2	9,250	19,523	19,523
BA (Hons) Theatre Practice – Year 3	9,250	19,523	19,523

RESEARCH DEGREE COURSES		Home/EU (£)	ELQ^ (£)	Overseas (£)
Full-Time	Research Degree- any year	4,936	14,067	14,067
	Writing-Up	600	600	600
Part-Time	Research Degree- any year	2,712	7,737	7,737
	Writing-Up	300	300	300

PART-TIME POSTGRADUATE COURSES	Home/EU (£)	ELQ^ (£)	Overseas (£)
MA Actor Training and Coaching – Year 1 or 2	5,017	10,161	10,161
MA Applied Theatre – Year 1 or 2	4,582	9,729	9,729
MA Movement: Directing and Teaching – Year 1 or 2	5,197	9,918	9,918
MA Theatre Criticism and Dramaturgy – Year 1 or 2	4,495	7,537	7,537
MA Writing for Stage and Broadcast Media – Year 1 or 2	4,755	10,021	10,021
PGCert Applied Theatre with Young People: Directing Text	1,951	6,843	6,843
PGCert Learning and Teaching in Higher Education	4,289	8,580	8,580
PGCert Learning and Teaching in HE (VL discount)	2,090	2,090	2,090

FULL-TIME POSTGRADUATE COURSES	Home/EU (£)	ELQ[^] (£)	Overseas (£)
MA Acting	18,882	21,413	21,413
MA Acting for Screen	12,785	19,785	19,785
MA/MFA Actor Training and Coaching [#]	9,034	18,301	18,301
MA/MFA Advanced Theatre Practice [#]	9,737	19,275	19,275
MA Applied Theatre	8,249	17,520	17,520
MA/MFA Creative Producing [#]	8,680	17,688	17,688
MA Drama and Movement Therapy – Year 1	8,627	14,698	14,698
MA/MFA Movement: Directing and Teaching [#]	9,359	17,863	17,863
MA Music Theatre	15,132	19,397	19,397
MA/MFA Performance Practice as Research [#]	9,091	18,308	18,308
MA/MFA Scenography [#]	8,974	17,950	17,950
MA Theatre Criticism and Dramaturgy	8,093	13,969	13,969
MA/MFA Voice Studies: Teaching and Coaching [#]	11,276	19,408	19,408
MA/MFA Writing for Stage and Broadcast Media [#]	8,564	18,043	18,043
MFA Actor Training and Coaching – Year 2	5,400	6,700	6,700
MFA Advanced Theatre Practice – Year 2	5,400	6,700	6,700
MFA Creative Producing – Year 2	5,400	6,700	6,700
MA Drama and Movement Therapy – Year 2	2,876	4,899	4,899
MFA Movement: Directing and Teaching - Year 2	5,400	6,700	6,700
MFA Performance Practice as Research – Year 2	5,400	6,700	6,700
MFA Scenography – Year 2	5,400	6,700	6,700
MFA Voice Studies: Teaching and Coaching – Year 2	5,400	6,700	6,700
MFA Writing for Stage and Broadcast Media – Year 2	5,400	6,700	6,700

† All fees shown are for students enrolled on the corresponding programme and year of study in 2019-20. Students studying subsequent years of their programme in 2020-21 (and beyond) can expect these figures to rise year-on-year. For undergraduate Home/EU students, fees will be capped at a level set each year by the government. All other students' fees are protected by maximum year-on-year fee increases of 5% above inflation (inflation being defined by the consumer price index in the preceding January). Fees for subsequent years of any programme will be confirmed prior to that academic year, and are payable before commencing that year of the programme.

[^] An ELQ student is one studying for an equivalent or lower qualification to one they already hold. For example, one who already holds a Masters qualification and is studying for another MA at Central. Central receives no government funding for such students. Certain students, such as those in receipt of Disabled Students' Allowance (DSA), are exempt from the ELQ ruling.

[#] Fees for the first year of the MFA option are the same as the one-year MA fees.

FREQUENTLY ASKED QUESTIONS

WHAT IS MY TUITION FEE STATUS AND WHY?

We make an initial fee status assessment on all applicants based upon information provided in their application form. This assessment is made in line with EU regulations on fee status assessments, which are published on the UK Council for International Student Affairs website (UKCISA – <http://www.ukcisa.org.uk/>). Your fee status category will be listed in your offer letter. If you feel that we have assessed you incorrectly please contact us early as possible.

HOW CAN I ESTABLISH THE “TOTAL TUITION FEE” COSTS APPLICABLE FROM COMMENCEMENT OF STUDIES TO SUCCESSFUL COMPLETION OF MY COURSE?

As a general guideline, tuition fees for the following student categories are increased year on year in line with the expected annual UK “Consumer Price Index” (CPI):

- Overseas/ELQ Undergraduate
- Part-time MA
- MFA
- Research

The School however retains the right to set fee levels which may represent a departure from this guiding principle.

WHO PAYS THE FEES?

In accepting a place to study at the School, you, as the student, assume legal responsibility for the payment of your tuition fees. You must have sufficient financial resources to meet the fees, maintenance and other expenses that may be incurred throughout your programme of study. If you do not pay, the School may take action to recover the fees, and this may include the use of a debt collection agency (currently STA Graydon).

WHEN ARE FEES PAID?

For new students fees due are payable in a single lump sum by the relevant date.

Students registering on a new course	1 st August
Continuing student moving on to the next year of their course	1 st September

If you are paying your own fees you may do so by instalments (see ‘Paying in Instalments’ below). For students beginning courses in January or in the 4th term, fees are payable in a single lump sum on the first day of the month prior to registration e.g. 1st December for January courses.

Students in receipt of a formal student loan, where tuition fees are paid directly to Central by the loan provider, are not expected to pay their fees by the dates listed above. In most cases the loan provider will forward the fees to Central once the student’s enrolment has been confirmed. Such students must forward to Central confirmation of their loan agreement by their fee deadline date noted above.

If a student is in receipt of a loan, such as a Postgraduate Loan (PGL) or a Professional Career Development Loan (PCDL), whereby funds are paid directly to the student but not released until the student has enrolled at the School, the student must forward confirmation of the loan agreements and payment schedule by fee deadline date noted above to credit.controller@cssd.ac.uk. If necessary, Central will set up a payment plan with the student to match the loan payment dates.

HOW ARE FEES PAID?

Payment may be made in £ Sterling or US\$. Cheques or money orders should be made payable to 'The Royal Central School of Speech and Drama'. The School does not normally issue invoices for fees (however an invoice can be produced upon request), so you must take care to pay the fee in good time (see above). Please use your 6 digit student ID number as your payment reference.

Sterling bank transfers may be made to Lloyds Bank plc, Swiss Cottage Branch, 145 Finchley Road, London NW3 6JJ (account details below).

UK Bank Account	Sort Code	30-18-43	Swift Code	LOYDGB2L
	Account #	00954479	BIC	LOYDGB21203
	IBAN	GB12LOYD30184300954479		

US dollar bank transfers should be made to Lloyds Bank plc, Kilburn Branch, 106 Kilburn High Road, London, NW6 4HY, UK. Please ensure that the student's full name (and 6 digit school Student ID number if known) is quoted on all correspondence.

US Bank Account	Account #	11704192	Swift Code	LOYDGB2L
Account Name	Central School of Speech and Drama			

Alternatively cheques can be sent directly to the School.

Fees may be paid by credit card at the School's Reception desk in person or by telephone; however a 4% surcharge will be added at the time of payment.

CAN I PAY BY INSTALMENTS?

A scheme is available to assist self-financing students by permitting them to pay their tuition fees in **two** instalments. An extra charge of £250 is made for this facility and this is payable with the first instalment. This facility does not apply to undergraduate students who are eligible for a UK/EU student loan, but have chosen not to take up the loan. Unfortunately it is not possible to pay in more than two instalments. Please note that failure to pay the full tuition fee or first instalment by the due dates may result in the loss of your place at the School. Instalment payments are due from 1st August and 1th December. To apply to pay by instalments, please download the [instalment form](#), complete it and return to the School's Credit Controller credit.controller@cssd.ac.uk

I COMPLETED MY BA AT CENTRAL, AM I ENTITLED TO ANY TUITION FEE DISCOUNT?

All graduates of Central's full-time undergraduate courses are entitled to a 10% discount on tuition fees when they enrol for further study on one of its MA/MFA courses. For further details contact admissions@cssd.ac.uk

WHAT IF MY FUNDS ARE COMING FROM OUTSIDE THE UK?

Your fees must be paid by the due dates referred to above. On arrival you will need all the tuition fees, plus enough money to cover your living expenses. There may be substantial charges on bank transfers, both in the UK and the country of origin and the School will re-invoice you for any such charges that it incurs. US students are advised to wire funds into our US bank account.

WHAT HAPPENS IF I AM RECEIVING US FEDERAL AID LOANS?

If you are receiving U.S. Federal Loans, the School will have endorsed your loan application and will be aware of how you are paying your fees. The [Student Finance and Funding](#) page on the Central's website has more information about U.S. Federal Loans, including how to apply.

Students on undergraduate and two-year MFA courses have three loan disbursements whilst students on one-year MA and Research Degrees have four disbursements. Your tuition fee balance will be split into three or four equal instalments (depending on which course you are on) and this will be deducted from your disbursements. The School will accept this payment schedule without charging the instalment fee. The remaining balance – for living expenses – from the first disbursement will be paid by cheque with subsequent balances from your disbursements being paid by BACS (bank) transfer to your UK bank account.

U.S. Department of Education regulations state that you cannot receive your money prior to enrolment. Their regulations also state that you cannot be paid your total loan amount upfront in one payment at the beginning of the year.

Disbursements cheques are usually ready during the first week of term but please ensure you have funds for the first three weeks of term available to allow for any potential delay in Central receiving the funds from the U.S. Department of Education.

Loan applications are typically accepted from 1st June of the same year you are due to start your course.

For any questions relating to U.S. Federal Loans, please contact admissions@cssd.ac.uk

WHAT HAPPENS IF PAYMENT OF MY TUITION FEE OR PROOF OF SPONSORSHIP IS DELAYED?

As outlined above, all tuition fees and proof of sponsorship must be received by the 1st August (1st December for courses starting in January). If you do not pay or provide evidence of sponsorship you cannot be fully registered at the School.

As an existing enrolled student, if your account is in arrears (for example if you are unable to pay the second instalment of your fee or fee for a subsequent year of your course) you are liable to be de-registered from the School. This means that your student status will be revoked, you will not be able to attend classes and you will remain legally liable for the fees. After de-registration, reinstatement of student status can only occur on payment of a £50 fee. Students who move into an instalment situation by paying their fee late are likely to be charged the instalment fee of £250.

WHAT HAPPENS IF I AM STUDYING FOR AN EQUIVALENT OR LOWER QUALIFICATION (ELQ) TO ONE I ALREADY HOLD?

Home / EU students who join programmes of study for an equivalent or lower qualification than they already hold will not be eligible for HEFCE funding support, i.e. students must normally be studying for a higher level qualification but there is one notable exception:

- Those in receipt of a DSA (Disabled Students Allowance)

This change means that a student entering an undergraduate course and who already has a degree or post-graduate qualification, and is not in receipt of the DSA, will not be eligible for HEFCE funding support and will need to pay the full fee for the course, headed the ELQ fee in the fees tables in this document. Likewise, a student entering an MA course who already holds a Masters degree, MPhil or PhD and is not in receipt of the DSA will not be eligible for HEFCE funding support and will need to pay the full fee. This is an illustrative example and the School will always conduct its own ELQ assessment prior to offering each student a place on a course.

However, a student entering an MA programme who holds a PGCert or PGDip will be eligible for HEFCE funding as the MA is a higher qualification.

Students who become eligible for DSA during an academic year may be ELQ exempt for their next year of study (this applies to Home/EU full-time Undergraduate students and full-time MFA and part-time MA students).

WHAT HAPPENS IF MY FEES ARE OVERPAID?

The School monitors all fees accounts. If your account is in credit we will refund the balance. This normally happens automatically by BACS, so you will be requested to provide your bank account details

WHAT HAPPENS IF I LEAVE THE PROGRAMME DURING THE ACADEMIC YEAR?

If you permanently withdraw during the course of the academic year you will be liable for unpaid fees for the whole of the academic year. The School will refer to your Financial Guarantee form where applicable to recoup unpaid fees. Fees already paid are not refundable.

If you are on a course of more than one year in length, and do not intend to return for a subsequent year, you must complete a permanent withdrawal form before the last day of the summer term, otherwise you may be liable for the full payment of all fees for the following year.

WHAT HAPPENS IF I TAKE A SUSPENSION OF STUDIES FROM MY COURSE?

To undertake a Suspension of Studies you must be up-to-date with your fee payments for the academic year. If you undertake a Suspension of Studies you will normally return to the course at an equivalent point the following year and be charged the difference in published tuition fees between the academic years in which you begin the suspension and in which you return, and any unpaid fees. If you return to study at an earlier point in the following year to repeat part of your course, then you will normally be charged for that repeated tuition. The amount of fees due for your return to study will be noted on your Suspension of Studies form and will be payable in advance of your return date. Please note that if you undertake a suspension of studies and do not return to study, fees already paid are not refundable.

WHAT HAPPENS IF I HAVE A PROBLEM PAYING MY FEES?

If you are having difficulty paying your fees, or an instalment of your fees, you should immediately contact the School's Credit Controller credit.controller@cssd.ac.uk and explain the situation. Whilst all fees have to be paid, we may still be able to help and automatic de-registration may be avoided. What if I join an MA course with previous relevant units and/or experience?

WHAT HAPPENS IF I APPLY FOR A COURSE WITH ACCREDITED PRIOR LEARNING CREDITS?

If the School agrees to give you credit from prior study or experience, whether at Central or elsewhere (APL entry), the fees will be charged depending on the number of credits you are required to take at Central to complete your course. A full MA is 180 credits. The School charges pro rata for the remaining units plus 10%.

WHAT ARE THE FEE ARRANGEMENTS FOR CHANNEL ISLANDS AND ISLE OF MAN RESIDENTS?

Students residing in the Channel Islands or the Isle of Man are classified as 'International students' for fee purposes. Self-financing and postgraduate students are charged the appropriate international tuition fee, whilst undergraduate students sponsored by Island Governments pay a fee agreed between Department for Business and the Island Governments. The fee for 2019/20 applicable to Central's courses will be £9,000 for old fee regime students and £9,250 for new regime students.

WHAT HAPPENS TO MY TUITION FEE IF I CHANGE MY MODE OF STUDY OR PROGRAMME?

Some MA courses also run on a part time basis. If the Academic Registrar and Director of Academic Services agrees a transfer to the part time mode of study, your fees will be prorated. This will be based on the number of credits completed and the number of credits still to complete for the current year of the part time course.

HOW ARE RESEARCH DEGREE WRITING UP AND CONTINUATION FEES CHARGED?

At the end of the three years of full-time registration or equivalent part-time period, subject to academic regulations, students on the Research degree programme at Central must either be in a position to transfer to Writing Up status as the request of the Research Degrees Committee or they must pay for a 4th and final year (or equivalent part-time period) of registration at the full tuition fee for their student status.

Writing Up status begins at the start of the following academic year, (or January for January pathway students only) no refund will be given pertaining to tuition fees for the current academic year. The fee is £600 for full-time students and £300 for part-time students per academic year. Fees should be paid with 30 days of the invoice date. No reimbursement is given to students who complete their writing up during an academic year. Writing Up status will also be given to any student who has submitted and is awaiting the viva only and no further fee will be charged.

Students on Continuation status following a viva will be charged a continuation fee of £200. Once students have re-submitted and/or are awaiting a second viva, they will not be charged a further continuation fee. No reimbursement is given on the continuation fee charge.