

## Student Financial Policy 2023/24

These pages provide information to you on your course and other student fees as well as information and guidance on the payment of fees and charges whilst studying at Brunel. Where possible we have provided information on the support that is available to you, or where you can ask questions if you still have them.

University Fees noted here are also referred to as Tuition Fees.

### Fees

Information about University fees, fee status, deposits and payment schedules.

#### University fees

University fees are the fees that you pay for your tuition, supervision, academic services and all other facilities provided by the university, including your department and College, but does not include accommodation or other living costs.

The university fee that you pay depends on your fee status, your specific course, and the duration of your course.

Fees will usually increase annually in line with our Council Ordinance. The fee will increase by the UK Retail Price Index (RPI) or 5%, whichever is higher.

You are responsible for the payment of your fees, even if your fees are being paid for by a third party.

All fees are approved annually

#### Fee status

For fee purposes students are assessed as home, European or overseas. Your fee status is included within your offer letter.

If you are registered on an online course, your fee status will be determined by your nationality you provided in your application.

If your status changes during your studies, there is no automatic entitlement to any university fee reduction.

University fees for undergraduate students with a home fee status are regulated by the UK Government therefore any increases will be in line with Government direction. University fees for undergraduate students with European and overseas fee status and all postgraduate university fees are subject to an annual increase. The fee will increase by the UK Retail Price Index (RPI) or 5%, whichever is higher.

If you have EU fee status, and started before 2021/22, you will be charged university fees that are aligned with the home fee.

## Deposits

Students with an overseas fee status (excluding those on distance learning and online courses) are required to pay a deposit at the point of being made an unconditional offer. This deposit is usually non-refundable. More information about the deposit refund policy can be found in the [Admissions Policy](#).

For 2023/24 entry:

Deposits are set at £5,000 (£10,000 for the MBBS programmes). For detail on the payment schedule for the full fees, see the [Payment Schedule section](#).

For 2024/25 Entry:

Deposits are set at £5,000.

For students from UKVI listed low risk countries you will pay 50% of your university fee at point of registration.

For students from all other countries, you will need to pay 50% of your university fee before you are issued with a CAS.

## University Fees

Information on university fees depending on your mode of study

### University fees for full-time undergraduate students

You will be charged full time fees for each year of full-time study. Your offer letter will give details of the duration of your course. A few other details to consider are:

- University fees for a sandwich placement year (excluding sandwich placement year abroad) are charged in the third year of the programme (thick/thin sandwich) or in the third or fourth year of an Integrated Masters programme (thick sandwich) depending on when the placement is taken.
- All placement fees are listed on the [University website](#).
- Final year fees for students on an integrated masters programme will be reduced by an amount determined by the start of the year for the current programme of studies.
- Self-funding students with a European or overseas fee status who enter BSc Physiotherapy or BSc Occupational Therapy from September 2017 may be charged a placement fee in the year that they commence the clinical placement as outlined in the 'additional costs' link in the offer letter.

### University fees for part-time undergraduate students

If you are a Home or European undergraduate students registered for a course delivered on-campus and are studying part-time, you will be charged 75% of the relevant full-time tuition fee in the first four years of study. Any subsequent years or parts of years that fall within the normal period of study for the programme carry a zero fee.

## Placement and Mobility fees

If you are on a placement or mobility scheme, check the definitions here to clarify your position so that you can check the fees table. You can find the fees table on the following link: [Paying your tuition fees \(brunel.ac.uk\)](https://www.brunel.ac.uk/tuition-fees)

- A placement year is where a student undertakes a work placement for either a full year (a thick sandwich placement – minimum 24 weeks) or for part of a year in two separate years (a thin sandwich placement – totalling a minimum of 24 weeks over two years).
- A mobility scheme is where the student will be undertaking part of their programme (either studying or work placement) at a location outside the UK as part of a mobility scheme approved by Brunel University London.
- For the purpose of mobility, a full-year abroad is where the student spends less than ten weeks in an academic year at their home university and is either *studying* at an institution abroad or on *work placement* abroad for a minimum of 24 weeks.
- A part-year is where the student is based at their home university for ten weeks or more in an academic year, and is either *studying* at an institution abroad or on *work placement* abroad for four to 23 weeks.
- Students on online courses are not expected to undertake mobility years.

If you are on a thin sandwich programme, where you normally undertake placements during year 2 of your course (FHEQ level 5) and year 3 of your course (FHEQ level 6), the placement fee is charged in year three of your course. So if you undertake a part year of study abroad in the third year of your course and if you get a loan from the SLC, you should note that the maximum fee loan available to you will be £1,385 and that you must have an alternative source of funding for the remainder of your university fees.

If you are funded by the SLC and are considering taking part of your course abroad, you are advised to contact the SLC to discuss any implications on the maintenance funding available to you.

## University fees for postgraduate taught students

If you are attending a course that is delivered on campus:

- If you started your programme before September 2018 you will be charged a placement fee usually at the end of the taught period. This is only once you have secured an approved placement.
- If you started your programme from September 2018 you will not be charged a placement fee, if the placement is less than one year
- If you started your programme from September 2019 you will be charged a placement fee where the placement is for the academic year. The placement is usually at the end of the taught period. The fee is raised at the start of the placement year. All placement fees are listed on the University's website within the [Additional Course Related Costs page](#).
- Part-time students are charged 50% of the full-time fee for the programme in each of years one and two. Any subsequent years, or part years that fall within the normal period of study

for the programme, carry a zero fee.

- If you are a self-funding student with a European or overseas fee status, and if you register for MSc Pre-registration Occupational Therapy or Physiotherapy programmes from September 2017, you will be charged a placement fee in the year that you start the clinical placement, as outlined in the 'additional costs' link in the offer letter.

If you are completing a distance learning course:

- You will be charged on a credit-based pro-rata basis. You are liable for the full module (or block) fee once any course materials for that module (or block) have been dispatched or released to you. Returned materials are not normally accepted.

#### University fees for researchers

Your university fees will be charged by full calendar months for every month, up to the end of the maximum period of registration or your actual submission date, whichever is sooner.

Where applicable, a reduced fee will be charged from the expected submission date to the end of the maximum period of registration. For more information please refer to the fee information on the [University Website](#).

More information for researchers can be found in the [Code of Practice for Research Degrees](#).

#### University fees for Associate students

You will be charged your fees on a credit-based pro-rata basis or on a short course rate for the modules you are taking. You can find information on the module fees on this page:

[2023-4-Associate-Module-Prices-for-web-with-formulae.pdf \(brunel.ac.uk\)](#)

If you have previously undertaken one or more module (or blocks) at Brunel, or at another UK University, you will be charged on a pro-rata basis by band for the number of credits attempted as part of the degree programme.

#### University fees for members of staff

If you are a full time member of staff, you will be exempt from part-time university fees where the Executive Dean of your College, or the Chief Operating Officer (or nominee) believes that the programme of study will be of benefit to your current or future employment with the University.

If you are a part time member of staff, and register on either a full-time or part-time basis, you will receive pro-rated reduction in university fees (based on full-time equivalent hours in your employment contract), where the Executive Dean of your College, or the Chief Operating Officer (or nominee) believes that the programme of study will be of benefit to your current or future employment with the University.

If you are a Medical Education Fellow or are employed in CHMLS, you may be eligible for a 50% discount on the Staged Masters Programme (MSc in Clinical Education). Approval of this reduction should be requested from the Executive Dean of CHMLS.

You will be charged examination fees where applicable.

If your employment ends during your period of registration, you will become liable for the payment of the fees from that point onwards.

The number of places available to staff on this basis may be limited for particular courses.

## Other Fees and charges

Information on other fees and charges

### Reassessment fees, and fees for repeated study: undergraduate students

If you are being reassessed on a failed module you will not be charged.

If the Board of Examiners requests, or if you do, to repeat or substitute a module of study block in the next academic year, a pro-rata tuition fee will be charged for this repeated or substituted study, unless the Panel or Board has accepted extenuating circumstances.

Where extenuating circumstances have been accepted by the appropriate Panel or Board, no university fee will be charged for the module or study block for which they apply.

A resit fee will be charged if you have to resit the NCTJ accreditation examination.

### Resubmission and reassessment fee, and fees for repeated study: postgraduate taught students

If you are required to resubmit your dissertation, a resubmission fee applies.

If you are being reassessed on a failed module you will not be charged.

If the Board of Examiners requests, or if you do, to repeat or substitute a module of study block in the next academic year, a pro-rata tuition fee will be charged for this repeated or substituted study, unless the Panel or Board has accepted extenuating circumstances.

Where extenuating circumstances have been accepted by the appropriate Panel or Board, no university fee will be charged for the module or study block for which they apply.

If you are a PGCE student and are being reassessed on a placement, a reassessment fee will be charged.

A resit fee will be charged if you have to resit the NCTJ accreditation examination.

### Resubmission and reassessment fees: researchers

You will not be charged for the initial examination of your thesis unless it is for a PhD by publication or higher doctorate. In those cases, an examination fee will be charged.

A resubmission fee will be charged if you are required to resubmit your thesis for examination, with or without a viva.

### Re-grades and fees: researchers

If you were a doctoral researcher and are regraded to MPhil after 18 months of tuition fees have been raised, you will not be charged any further tuition fees. A reduced fee for writing up and an examination fee may be charged.

In these circumstances there is no entitlement to a refund of tuition fees charged for more than 18 months of study.

If you were a doctoral researcher and are regraded to MPhil before 18 months of tuition fees have been raised you will be charged tuition fees for 18 months. A reduced fee for writing up and an examination fee may be charged.

If you are a MPhil student and are regraded to a PhD you will be charged 36 months of tuition fees in total for the MPhil and PhD. A reduced fee for writing up and an examination fee may be charged.

#### Reassessment fees: Brunel Language Centre

If you have to repeat the Brunel English Language Test (BrunELT) a reassessment fee will be charged.

#### Accommodation fees

These fees are not included in the information provided here. When taking university accommodation you are agreeing to their terms and conditions in relation to the accommodation fees applicable.

#### Non-payment of fees, fines and charges

You will not be able to re-enrol at the University if you have outstanding university fees. You will need to clear these debts to be able to continue with your studies. This applies to any university fees owed to the University or its academic partners (i.e. Brunel Pathway College).

If you fail to pay your university fees, or any of your instalments, by the required dates, you will be reported to the Director of Finance and the Registrar, or their nominees.

You will be advised in writing of the consequences of the non-payment of university fees. If you do not respond appropriately within the set timeframe, the Registrar, or their nominee, will withdraw you from the University. This will mean that you don't have any access to the University services.

If you are a sponsored student and your sponsor fails to pay the university fees, you will be able to continue to study while negotiations between the university and the sponsor continue. If, after negotiations, the University is unable to receive payment, or if the sponsor withdraws their offer to pay the fees, you will be liable for the fees for the remainder of the programme.

If you are financially de-registered because of non-payment of university fees, you will not normally be allowed to re-register for the same or subsequent sessions until all debts have been settled.

The University will formally close your record within 14 days of deregistration and recalculate your fees accordingly. Once this happens you will not normally be allowed to resume your studies within the same academic year even if all your debts have been settled. It may be possible to resume your course in the following academic year providing your department have given consent and you have (or will be able to obtain) a valid visa (where applicable).

No existing or former students of the University will normally be allowed to enrol on a programme of study until the debt is cleared.

For information on how to resume your studies following de-registration for non-payment of university fees, please refer to the emails sent to you prior to de-registration.

You will not be able to receive letters from the University until all debts are cleared.

An outstanding debt can impact the Conferment of Awards. For more information on this please see [Council Ordinance 11](#).

If you do not pay Library fines, or charges for their services and lost books, you may be excluded from further use of the Library until you have cleared your debts.

Any other charges on your student account, including charges for lost equipment, car parking, library fines, or fines imposed following disciplinary or health and safety regulations, shall be considered as debts to the University.

## Payment Schedules

Information on your payment schedule depending on your point of entry

### Payment Schedules for courses starting in September

For students with a Home or EU fee status:

- If your fees are being paid by the Student Loans Company (SLC), the payment schedule will be set out by the UK Government legislation and guidance. These fees will be paid directly to the university.
- If your fees are not being paid by the SLC or National Health Service (NHS) then your fees are to be paid in 6 instalments. The first payment will be due at, or before, registration with the following payments due monthly between November and March inclusive.
- If you are on a distance learning course managed by Brunel University London (whether you are charged by module or annually) then your fees are to be paid in 6 instalments. The first payment will be due at, or before, registration with the following payments due monthly between November and March inclusive.
- If you are on an online course that is charged annually, then your fees are to be paid in 6 instalments. The first payment will be due at, or before, registration with the following payments due monthly between November and March inclusive.

For students with an overseas fee status for 2023/24:

- You will pay 40% of the full annual University fee at, or before, registration. The remainder will then be due in 2 instalments of 30% each, due in January and March.
- If you are on a distance learning course managed by Brunel University London (whether you are charged by module or annually) then you will pay 40% of the full annual University fee at, or before, registration. The remainder will then be due in 2 instalments of 30% each, due in January and March.

- If you are on an online course that is charged annually, then your fees are to be paid in 6 instalments. The first payment will be due at, or before, registration with the following payments due monthly between November and March inclusive.

These schedules are listed for September starters. If you start at a different point in the academic year, then your instalment dates will be adjusted accordingly.

If you register 4 weeks after your scheduled enrolment date, you might not be entitled to pay in instalments.

For 2024/25 entry the payment schedule will be different following the changes to the deposit and initial fee payments as outlined in the Deposits section.

#### Payment Schedules for courses starting in January

For students with a Home or EU fee status:

- If your fees are being paid by the Student Loans Company (SLC), the payment schedule will be set out by the UK Government legislation and guidance. These fees will be paid directly to the university.
- If your fees are not being paid by the SLC or National Health Service (NHS) then your fees are to be paid in 6 instalments. The first payment will be due at, or before, registration with the following payments due monthly between February and June inclusive.
- If you are on a distance learning or online course managed by Brunel University London (whether you are charged by module or annually) then your fees are to be paid in 6 instalments. The first payment will be due at, or before, registration with the following payments due monthly between February and June inclusive.
- If you are on an online course that is charged annually, then your fees are to be paid in 6 instalments. The first payment will be due at, or before, registration with the following payments due monthly between February and June inclusive.

For students with an overseas fee status for 2023/24:

- You will pay 40% of the full annual University fee at, or before, registration. The remainder will then be due in 2 instalments of 30% each, due in March and May.
- If you are on an online course that is charged annually, then your fees are to be paid in 6 instalments. The first payment will be due at, or before, registration with the following payments due monthly between February and June inclusive.

These schedules are listed for January starters. If you start at a different point in the academic year, then your instalment dates will adjust accordingly.

If you register 4 weeks after your scheduled enrolment date, you might not be entitled to pay in instalments.

For 2024/25 entry the payment schedule will be different following the changes to the deposit and initial fee payments as outlined in the Deposits section.



## Payment Schedules for courses starting in May

For students with a Home or EU fee status:

- If your fees are being paid by the Student Loans Company (SLC), the payment schedule will be set out by the UK Government legislation and guidance. These fees will be paid directly to the university.
- If you are on an online course that is charged annually then your fees are to be paid in 6 instalments. The first payment will be due at, or before, registration with the following payments due monthly between May and September inclusive.

For students with an overseas fee status for 2023/24:

- You will pay 40% of the full annual University fee at, or before, registration. The remainder will then be due in 2 instalments of 30% each, due in July and September.
- If you are on an online course that is charged annually, then your fees are to be paid in 6 instalments. The first payment will be due at, or before, registration with the following payments due monthly between May and September inclusive.

These schedules are listed for May starters. If you start at a different point in the academic year, then your instalment dates will adjust accordingly.

If you register 4 weeks after your scheduled enrolment date, you might not be entitled to pay in instalments.

For 2024/25 entry the payment schedule will be different following the changes to the deposit and initial fee payments as outlined in the Deposits section.

## Discounts

Information about Discounts, Scholarships, Bursaries and stipends

### Discount for graduates of the university

If you are self-funding, a graduate of Brunel, having achieved your intended award, and you register for another degree programme, you will receive a 15% discount from the net university fee. This means that you get a discount on the fee that remains after any scholarship or bursary fee waivers have been applied. This discount will apply if you register onto a further undergraduate or postgraduate taught programme, as well as a postgraduate research programme, online, distance learning or PGCE programme.

For the purpose of this discount, you are self-funding even if you are funding your studies with a career development loan, SLC Tuition Fee Loan, a SLC Postgraduate Loan, SLC Doctoral Loan, US Federal Loan, US Private Loan or a scholarship/bursary fee waiver.

If you are having your fees paid by a third party, either partially or in full, then you are usually not eligible for this discount.

### Early payment discount for new students

All students that are paying for their own university fees (self-funding) and who pay the full amount of fees due at or before registration, will be entitled to a 2% discount on the net tuition fee due. This means that you get a discount on the fee that remains after any other discounts, scholarship or bursary fee waivers have been applied.

For the purpose of this discount, you are self-funding even if you are funding your studies with a career development load, SLC Tuition Fee Loan, a SLC Postgraduate Loan, SLC Doctoral Loan, US Federal Loan, US Private Loan or a scholarship/bursary fee waiver.

If you are having your fees paid by a third party, either partially or in full, then you are usually not eligible for this discount.

### Early payment discount for returning students

All students that are paying for their own university fees (self-funding) and who pay the full amount of fees due at or before re-enrolment, will be entitled to a 2% discount on the net tuition fee due. This means that you get a discount on the fee that remains after any other discounts, scholarship or bursary fee waivers have been applied.

For the purpose of this discount, you are self-funding even if you are funding your studies with a career development load, SLC Tuition Fee Loan, a SLC Postgraduate Loan, SLC Doctoral Loan, US Federal Loan, US Private Loan or a scholarship/bursary fee waiver.

If you are having your fees paid by a third party, either partially or in full, then you are usually not eligible for this discount.

### How Discounts are applied

Fee waivers and discounts are applied in the following order (where applicable):

1. Scholarship/bursary fee waiver.  
*If you have a fee waiver and the Postgraduate Taught Academic Excellence Scholarship, we will apply the fee waiver first.*
2. Brunel Family Discount.
3. Graduate discount.
4. Early payment discount.

### Available discounts

The discounts available to you are dependent on how your university fees are paid. Please review the table below to see if you are eligible for any discounts.

| Tuition fees paid by                                                                                                    | Available discounts                                                                                                                                                                                                  |
|-------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Full sponsorship (100% of the annual university fees are paid by a third party, not including family)</b>            |                                                                                                                                                                                                                      |
| Employer                                                                                                                | No discounts apply                                                                                                                                                                                                   |
| Embassy                                                                                                                 |                                                                                                                                                                                                                      |
| National Health Service (NHS)                                                                                           |                                                                                                                                                                                                                      |
| Training and Development Agency (TDA)                                                                                   |                                                                                                                                                                                                                      |
| Full Scholarship Fee Waiver                                                                                             |                                                                                                                                                                                                                      |
| Brunel University Studentship                                                                                           |                                                                                                                                                                                                                      |
| Any other third party                                                                                                   | Postgraduate Academic Excellence Discount Only                                                                                                                                                                       |
| Health Education England Training Grant                                                                                 |                                                                                                                                                                                                                      |
| <b>Partial sponsorship (a proportion of the annual university fees are paid by a third party, not including family)</b> |                                                                                                                                                                                                                      |
| Employer                                                                                                                | No discounts apply                                                                                                                                                                                                   |
| Embassy                                                                                                                 |                                                                                                                                                                                                                      |
| National Health Service (NHS)                                                                                           |                                                                                                                                                                                                                      |
| Training and Development Agency (TDA)                                                                                   |                                                                                                                                                                                                                      |
| Brunel University Studentship (greater than 50% of the full tuition fee)                                                |                                                                                                                                                                                                                      |
| Any other third party                                                                                                   |                                                                                                                                                                                                                      |
| Health Education England Training Grant                                                                                 | Postgraduate Academic Excellence Discount Only                                                                                                                                                                       |
| Student Loans Company Tuition Fee Loan                                                                                  | Graduate Discount (subject to eligibility)<br>Family Discount (subject to eligibility).                                                                                                                              |
| Brunel University Studentship (50% or less than of the full university fee)                                             | Graduate Discount (subject to eligibility) Family Discount (subject to eligibility).<br>Early Payment Discount (subject to eligibility)<br>Any discounts will be applied to the self-funded portion of tuition fees. |
| <b>Student Loans</b>                                                                                                    |                                                                                                                                                                                                                      |
| Student Loans Company Tuition Fee Loan                                                                                  | Graduate Discount (subject to eligibility)                                                                                                                                                                           |
| US Federal Loan                                                                                                         | Family Discount (subject to eligibility)                                                                                                                                                                             |
| US Private Loan                                                                                                         | Graduate Discount (subject to eligibility).<br>Family Discount (subject to eligibility).<br>Early Payment Discount (subject to eligibility).                                                                         |
| Student Loans Company Postgraduate Master's Loan                                                                        |                                                                                                                                                                                                                      |
| Student Loans Company Postgraduate Doctoral Loan                                                                        |                                                                                                                                                                                                                      |
| Career Development Loan                                                                                                 |                                                                                                                                                                                                                      |
| <b>Scholarship Fee Waivers</b>                                                                                          |                                                                                                                                                                                                                      |
| Partial scholarship fee waiver                                                                                          | Graduate Discount (subject to eligibility) Family Discount (subject to eligibility).<br>Early Payment Discount (subject to eligibility)<br>Any discounts will be applied to the self-funded portion of tuition fees. |
|                                                                                                                         |                                                                                                                                                                                                                      |
|                                                                                                                         |                                                                                                                                                                                                                      |

A few things to note here:

- NHS funding is only available to students on specific health related courses.
- TDA funding is only available to students on specific courses that lead to a teaching qualification.
- Students in receipt of the MBA Scholarship fee waiver are not eligible for the Graduate Discount (as specified in the MBA Scholarship Terms and Conditions). These students can only receive the Postgraduate Academic Excellence Scholarship and the Early Payment discount in addition to the MBA Scholarship.
- The Health Education England Training Grant is only available to students registered for the MSc Physician Associate course. Discount eligibility will for students in receipt of this grant will be reviewed next year.
- Eligible researchers will not receive the graduate discount on the examination fee.

## Bursaries and stipends

The University has a large number of Bursaries available for student. You can find information on them on the [Scholarships](#) page.

If you are in receipt of a researcher stipend, the following applies:

- You must be fully enrolled to receive stipend payments.
- Payments are made monthly in arrears in line with staff payroll, unless the stipend is funded externally which has a different payment structure. Any alternative payment structure will be included in the terms and conditions of the offer letter.
- If a period of abeyance is taken, and if you are in receipt of a studentship, the payments will stop during this period. Payments will start once you have confirmed your return to study.
- Maternity and sickness payments will be made according to the terms and conditions of your studentship.
- If you become in breach of the Code of Conduct, or if you are suspended or excluded from the University, any monies provided in advance will need to be repaid to the University.
- If you transfer your third-party sponsorship, you must formally request withdrawal from your course within eVision. Any monies paid in advance and not declared, will have to be repaid.

## Refunds

University fee refunds are provided for a variety of situations. Information is provided here

### Undergraduate and PGCE students – University fees

If you are in receipt of UK Student Finance:

- If you make a change to your course of study and if this has a financial implication to your university fees (for example if you move from full time to part time), the University will notify the relevant funding body of this change. This could mean a reassessment of your funding entitlement. If your entitlement reduces, the relevant funding body will make the adjustment to the finance paid directly to the university. This will cover any retrospective changes, and any for the future.

If you are a self-funding student:

- If you have a credit balance on your account, you can request a refund from the University. You do this via the Student Centre. Refunds will normally be processed within 14 days from the date of request for UK payments, and within 28 days for International payment transfers. The return of funds which have been paid directly into the University bank account may be subject to further delays as we have no access to the payers details. Refunds can only be made to the account of the original payer, and after any outstanding fees have been deducted.

If you are a sponsored student:

- You are required to notify your sponsor to any changes to your course, particularly if they could affect the university fee. If there is a credit balance on your account, your sponsor is entitled to request a refund from the University. This should be done in writing to the Student Centre or by contacting the Finance Department. Refunds will normally be

processed within 14 days from the date of request. Refunds are usually made to the original account after any outstanding fees have been deducted. Accommodation fees are dealt with separately.

If you are a Home or EU student and you transfer to another institution:

- If you transfer before the end of the academic year (or any period of study for which a university fee is paid), and it is by your own choice or decision, then no refund of the university fee will be paid. The University does have authority to allow an *ex gratia* adjustment as it sees fit, and without a precedent.
- If you transfer before the end of the academic year (or any period of study for which a university fee is paid), and it is as a result of the University being in breach of the University terms and conditions, or unable to provide continuance of study, a refund of university fees will be applied in respect of the remainder of the academic year (or period) or, if paid in advance, fully refunded.

### Doctoral researchers – University fees

If you are a researcher and you withdraw or interrupt your studies on or after the final registration date for Doctoral researchers, the university fee liability and refund will be calculated on a monthly pro-rated basis as a proportion of the annual fee.

### Modular attendance – University fees

Where you register for individual modules, the university fee for each module must be paid in full before you start the module. No refund is applicable after the module has started, as normally the course materials will have been issued. Any requests for refunds before the module is started, should be referred to the College for consideration.

### Postgraduate submissions – University fees

If you are a postgraduate taught student:

- Once you have submitted your final dissertation or project, you are not entitled to a refund for the remainder of the term in which the submission was made, as you will have received full supervision for your research by that time.

If you are a doctoral researcher:

- If you submit your thesis/dissertation for examination early, university fees will be adjusted accordingly and any refund will be calculated on a monthly basis. No refund of university fees is applicable for the remainder of the month in which the submission is made.

### Important refund information for current students

You should note the following when you are an active student:

- Credit balances on your account are not routinely returned. You must request any credit refund through the Student Centre.
- You should not intentionally overpay your university, accommodation or other charges in order to circumvent and government regulation or restriction. If you do this, you could be considered as breach of [Senate Regulation 6](#) – Student Conduct (Academic and Non-Academic).
- Refunds are not processed against individual receipts where there is an overdue balance on the student account, but are applied to any outstanding balance. The University is not able to act as a clearance account and must abide by Money Laundering Regulations 2007 and 2015.
- All refunds are returned to the account that made the payment. Any refund will be processed and returned to the same method that the payment was made.
- All refunds will be calculated in £ Sterling but may be refunded in the currency of the original payment. The University will not refund any shortfalls due to exchange rate fluctuations, nor will the University offer compensation for any bank or other charges incurred. No refunds will be made in cash and no interest is paid on returned deposits or overpayments.
- Once the University receives notification of withdrawals, interruptions, mode or course changes submitted via the student portal (eVision), and only when all account adjustments have been made and are reflected on the student account and the refund has been approved by the Finance Department, the monies due will be refunded within 14 days of requesting the refund.
- Special conditions apply to refund of payments made via Professional Career Development Loans, US Direct Loans and Canadian Educational Loans, due to the operating regulations of these funding schemes. It is a condition of the University's participation in these funding schemes that refunds are only processed in accordance with the relevant regulations.

### Refunds in the event of the death of a student

In the event of the death of a current student tuition fees will be adjusted and any refund due will be paid to the next of kin.

In the event of the death of a past student, any outstanding tuition fees will be cancelled.

### Compensation

If the University fails to comply with the obligations to you under the [Student Contract](#) it will be responsible for any loss or damage you suffer that is a foreseeable result of the University's breach of the contract or its negligence. However, the University will not be responsible for any loss or damage that is not foreseeable. Loss or damage is foreseeable if it was an obvious consequence of the University's breach or if it was contemplated by you and the University at the time, the contract was entered into.

If you think that you are eligible for financial compensation, you should refer to the [Student Complaints Procedure](#). Cases are considered on a case by case basis.

## Changes in study

Information on impact of Abeyance, Withdrawal, Suspensions, Exclusion and financial de-registration

### Withdrawal and abeyance for undergraduate and postgraduate taught students

If you are considering withdrawing or taking some time in abeyance, you are encouraged to contact the Student Centre in the first instance.

All requests for withdrawal and abeyance should be made via eVision to ensure that all central records are updated appropriately. There is no entitlement to a reduction of university fees after enrolment for any student who takes abeyance or withdraws from their programme of study more than 2 weeks after the start of the course.

The Registrar has discretion to amend university fees as follows for undergraduate and postgraduate students:

|                                                                     |                                             |                                                                                                                                                            |
|---------------------------------------------------------------------|---------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| In the first 3 weeks from the course start date                     | Withdrawal/abeyance                         | No university fee due                                                                                                                                      |
|                                                                     | In year course or mode of attendance change | 100% of the fee charged for the new course or mode of attendance (MOA)                                                                                     |
| From the start of the 4 <sup>th</sup> week to the end of vacation 1 | Withdrawal/abeyance                         | 25% of annual university fees due                                                                                                                          |
|                                                                     | In year course or mode of attendance change | 25% of the full fee will be applied to the previous course or MOA and 75% of the full fee for the new course or MOA                                        |
| From start of the 2 <sup>nd</sup> term to the end of vacation 2     | Withdrawal/abeyance                         | 50% of annual university fees due                                                                                                                          |
|                                                                     | In year course or mode of attendance change | 50% of the full fee will be applied to the previous course or MOA and 50% of the full fee for the new course or MOA                                        |
| From the start of the 3 <sup>rd</sup> term                          | Withdrawal/abeyance                         | 100% of annual university fees due                                                                                                                         |
|                                                                     | In year course or mode of attendance change | 100% of the full fee will be applied to the previous course or MOA and the full fee for the new course or MOA will apply from the following academic year. |

\*Vacation 1 is the first vacation after the start of your course – Christmas for September/October starters; Easter for January starters and Summer for May starters.

Students undertaking short courses are not generally entitled to a reduction in tuition fees.

If you are suspended or excluded, your university fees will be adjusted in line with the table above once it has been confirmed that you have not submitted an appeal and will not be continuing with your studies in the current academic year. The fee adjustment in these cases is not processed until the end of the academic year.

In the case of de-registration, the tuition fees will be adjusted in accordance with the table above. The tuition fee reduction will be processed at the end of the academic year and will apply from when access was removed.

Where payment of university fees has been received by the University that is in excess of the final university fee liability, the balance may be refunded on request.

Please read [Important refund information](#) section.

### Withdrawal and abeyance for researchers

As a researcher your fees are calculated from 1 October each year. If you started in any other month then the university fees are pro-rated accordingly. If you take a period of abeyance or withdraw (including suspensions/exclusions and de-registration) from your studies, university fees will be charged by calendar month within the academic year for each month of active study as follows:

|                                           |                    |                            |
|-------------------------------------------|--------------------|----------------------------|
| Withdrawal/abeyance starting in October   | 12 months abeyance | No tuition fee due         |
| Withdrawal/abeyance starting in November  | 11 months abeyance | 1 month tuition fees due   |
| Withdrawal/abeyance starting in December  | 10 months abeyance | 2 months tuition fees due  |
| Withdrawal/abeyance starting in January   | 9 months abeyance  | 3 months tuition fees due  |
| Withdrawal/abeyance starting in February  | 8 months abeyance  | 4 months tuition fees due  |
| Withdrawal/abeyance starting in March     | 7 months abeyance  | 5 months tuition fees due  |
| Withdrawal/abeyance starting in April     | 6 months abeyance  | 6 months tuition fees due  |
| Withdrawal/abeyance starting in May       | 5 months abeyance  | 7 months tuition fees due  |
| Withdrawal/abeyance starting in June      | 4 months abeyance  | 8 months tuition fees due  |
| Withdrawal/abeyance starting in July      | 3 months abeyance  | 9 months tuition fees due  |
| Withdrawal/abeyance starting in August    | 2 months abeyance  | 10 months tuition fees due |
| Withdrawal/abeyance starting in September | 1 month abeyance   | 11 months tuition fees due |

If you are suspended or excluded, your university fees will be adjusted in line with the table above once it has been confirmed that you have not submitted an appeal and will not be continuing with your studies in the current academic year. The fee adjustment in these cases is not processed until the end of the academic year.



In the case of de-registration, the tuition fees will be adjusted in accordance with the table above. The tuition fee reduction will be processed at the end of the academic year and will apply from when access was removed.

University fees will not be calculated for partial months. If your date of withdrawal/start of abeyance is before the middle of the month, university fees will not be charged for that month, but if your date of withdrawal/start of abeyance is after the middle of the month, university fees will be charged for that full month.

Where payment of university fees has been received by the University that is in excess of the final university fee liability, the balance may be refunded on request.

Please read [Important refund information](#) section.

### Fees when returning to study

When you are ready to return to study following a period of abeyance, suspension, exclusion or following de-registration, your university fees will be charged as follows:

If you are an undergraduate or postgraduate taught student:

|                                                                                                     |                          |
|-----------------------------------------------------------------------------------------------------|--------------------------|
| Resume studies at the start of the first term of the course (relative to the original start date).  | 100% tuition fee charged |
| Resume studies at the start of the second term of the course (relative to the original start date). | 75% tuition fee charged  |
| Resume studies at the start of the third term of the course (relative to the original start date)   | 50% tuition fee charged  |
| Resume studies at the start of the fourth term of the course.                                       | 25% tuition fee charged  |

If you are a researcher:

|                            |                            |
|----------------------------|----------------------------|
| Resume studies in October  | 12 months tuition fees due |
| Resume studies in November | 11 months tuition fees due |
| Resume studies in December | 10 months tuition fees due |
| Resume studies in January  | 9 months tuition fees due  |
| Resume studies in February | 8 months tuition fees due  |
| Resume studies in March    | 7 months tuition fees due  |
| Resume studies in April    | 6 months tuition fees due  |
| Resume studies in May      | 5 months tuition fees due  |
| Resume studies in June     | 4 months tuition fees due  |

|                             |                           |
|-----------------------------|---------------------------|
| Resume studies in July      | 3 months tuition fees due |
| Resume studies in August    | 2 months tuition fees due |
| Resume studies in September | 1 month tuition fees due  |

Please read [Important refund information](#) section.

## Student support and hardship

Information on budgeting support and hardship.

### Hardship and fee remission

The University provides support for students in hardship. Further information can be found on the [hardship pages](#). Any hardship fund allocation cannot be used to pay university fees.

The University has provision for a fee remission as outlined in the [Council Ordinances](#).

### Financial support and budgeting advice

The Student Support and Welfare Team are able to provide budgetary advice and support to students. You can contact this team via [Brunel Help](#) or through the [Student Centre](#).

The University provides access for all students to [Blackbullion](#), an online platform which provides online money advice and guidance.

## Brunel Online

### Deposit payments, discounts and debts

If you are registered for an online course, you are not required to pay a deposit.

Payment schedules for your fees are as listed in the [payment schedules](#) (under Fees) dependent on your point of entry.

If you are already enrolled and then defer (within 2 weeks of your start date) to a May intake in the same academic year, you will be subject to the university fee applicable for the May intake (which may be higher). This will be outlined in your offer letter.

Check the [Discounts page](#) for information on any discounts that might be applicable to you.

Information on the consequences of [non-payment of fees, fines and charges](#) are outlined in the Fees section.

If you are considering taking a period of abeyance, or withdrawing, please read the [Changes in Study](#) section to understand the financial implications.

Any [other fees and charges](#) are outlined in the Fees section.

Details of any refund and compensation eligibility is outlined in the [Refunds section](#).

If you are interested in [Student Bursaries and Stipends](#), you can find this information in the Discounts section.