Fee Remission Terms and Conditons

2026/7

Document record		
Maintained by	Business Support – Records and Funding Manager	Records and Funding Manager
Approved by	Associate Director of Academic and Student Administration	
Version control		
Version	1.0	10/9/25
	1.1	7/1/26

Background **3**

Conditions and Restrictions. 3

Supporting Evidence. 4

The Detail 4

The Fee Remission Panel. 4

Useful Links for Additional Support 5

Background

Council Ordinance 11 states:

Hardship and Remission of Fees.

Should a student suffer a serious deterioration in their financial circumstances while part of the way through their programme so that, although prior to beginning the programme they were confident of their ability to pay, they are no longer able to do so, they may claim hardship and the arrangement for this will be published by the University.

Such remission of fees can only be granted in very exceptional circumstances and successful applicants must also be able to demonstrate:

- That they have made every reasonable effort to meet their fees from other sources.
- That there is good reason to believe that a single remission of tuition fees should be sufficient to permit them to complete their programme without further recourse to financial support from the University.
- That they have been in good financial standing with the University throughout the duration of their programme.
- That they are in good academic standing with their academic College*

*Good academic standing is defined as follows:

- Undergraduate students – a minimum 2:1 degree classification profile at the time of the fee remission panel.
- Postgraduate taught students – passing 60% of their modules with no fails or reassessments at the time of the fee remission panel.
- Researchers – will require a reference from their primary supervisor confirming that they are progressing successfully and are due to complete their course as scheduled.

Additionally, students must be able to evidence that they expected to be able to pay their tuition fees for the duration of the programme when they initially registered; but that due to unforeseeable circumstances they are no longer able to do so.

Conditions and Restrictions.

To be eligible for a fee remission the student must:

- Be fully enrolled at Brunel University of London to undertake their studies prior to the enrolment deadline for their programme.
- Where required, have a valid Confirmation of Acceptance for Studies (CAS) certificate, or relevant visa from the University.
- Have adhered to the Student Code of Conduct throughout their programme date.
- Have satisfactorily engaged with their studies throughout their programme to date.
- Have completed the relevant application and provided supporting evidence within the given timeframe.
- Be up to date with all tuition payments prior to the year of the fee remission application
- Be up to date with all accommodation payments (or have adhered to any agreed financial arrangement).
- Be able to evidence that they cannot fund the tuition fees from their own funds.

- Be able to provide evidence of paid part-time work, or evidence of actively seeking paid part-time work to support themselves during their programme.
- Be able to evidence that a single fee remission will be sufficient to allow the student to complete their current programme without additional tuition fee support from the University.
- Researchers in receipt of a stipend from Brunel University of London are not eligible for a fee remission.

  Please note that the University will not consider a fee remission on the basis of currency fluctuations alone.

Supporting Evidence.

Students will be required to provide the following evidence prior to the closing date for the application period:

- Evidence of sufficient funding for tuition fees prior to commencing the programme (student loans, savings, part-time work, etc).
- Evidence of insufficient funds for tuition fees — bank statements for all bank accounts in the student's name (for 2 full months prior to the date of the fee remission application).
- Evidence of part-time employment (payslips, bank statements, P45 or P60).
  OR Evidence of engagement with the University Job Shop to secure part-time employment.
- Appropriate evidence of the unforeseen circumstances that have resulted in their financial difficulties, which may include documentation from an independent third party where relevant

The Detail

- The fee remission is available to eligible students up to a maximum of once per student on all programmes of study with Brunel University of London.
- Fee remissions will be awarded by a panel which meets monthly.
- The panel dates for 2026/7 are listed here.
- The application window for each term will close 2 weeks prior to the panel date, there are no exceptions. Applications received after this deadline will be considered at the next scheduled panel.
- Students who are fully self-funding their tuition fees are eligible to apply (students who have sponsorship for all or part of their tuition fees are not eligible to apply).
- Students on a programme of study that is more than one academic year, can apply for a fee remission after they enrol for the second year of the programme.
- Students on a 1-year programme of study can apply for a fee remission after the start of the third semester of the programme.
- The maximum fee remission available is 80% of the outstanding tuition fees at the time of the fee remission panel meeting.
- All applications are processed in accordance with the University's Data Protection Policy.

The Fee Remission Panel.

Fee Remission Panels are scheduled monthly from September. The schedule of panels is published here. To consider the fee remission applications, the Panel requires a minimum of 3 members including the Chair of the Panel.

While the University will attempt to adhere to this schedule it may occasionally be necessary to make alterations to some panel dates.

Any changes to the panel dates and associated deadlines will be updated here as soon as they are confirmed.

For an application form, please contact Funding@brunel.ac.uk.

Useful Links for Additional Support

The Student Hub.

The Student Support and Welfare Team

Brunel Careers

The Advice Service at the Union of Brunel Students.

Self-Service Laptop Loans

Heard about free food on campus