



Cardiff
Metropolitan
University

Prifysgol
Metropolitan
Caerdydd



GUIDE TO **TUITION FEES**

AT CARDIFF METROPOLITAN UNIVERSITY



GUIDE TO **TUITION FEES**

AT CARDIFF METROPOLITAN
UNIVERSITY

CONTENTS

Tuition Fees for Full-Time Students (Home)	3
Tuition Fees for Part-Time Students (Home)	3
Methods of Payment for Home Students	4
On-Line Payment Information	5 - 6
Associated Fees	7
Tuition fees for Full-Time International Students	8
Repeating Students	9
General Fee Regulations	9
Difficulty with Payment	10
Useful Contacts	11
Useful Web-Links	12



TUITION FEES FOR **FULL-TIME STUDENTS** (HOME)

Cardiff Met will be charging £9,000.00 for its full-time undergraduate and PGCE programmes in 2023/2024.

If on a placement year in 2023/2024 the fee reduces to £1,800.00.

The fee rates for postgraduate study (MA, MSc, PhD, etc.) differ by programme, please refer to the 'Home (UK) Student Fee Table' on:
www.cardiffmet.ac.uk/tuitionfees
for clarification.

TUITION FEES FOR **PART-TIME STUDENTS** (HOME)

The fee rates for part-time study differ with each programme. If on a 'Credit Based' course (UG, MA, MSc, etc) we usually find that in the main part-time students will do 60 credits per year.

Please refer to the 'Home (UK) Student Fee Table' on **www.cardiffmet.ac.uk/tuitionfees** for clarification of the correct rate. You will need to calculate the fee by multiplying the credit rate with the actual number of credits for each academic year (Programme Director will be able to confirm this).



METHODS OF PAYMENT FOR HOME STUDENTS

Students enrolling at Cardiff Met have three options for the payment of their fees:

- 1. Charge to third party sponsor.**
 Student Loan Company (SLC)/Employer/ NHS/ Local Authority (LA). Any contribution by a sponsor must be verified, for SLC funding we will validate any funding details using the SLC database. For all other funding, we will require written confirmation from the sponsor detailing their willingness to cover the fees and to what proportion. Please ensure all information is provided as part of the enrolment process. Any self-financing contribution to be made up by one of the following methods.
- 2. Payment in full as part of the enrolment process.**
 You will be given the opportunity at the end of the enrolment process to pay your fees online (see next page).
- 3. Payment by Instalment.**
 If opting to pay your tuition fees by instalments, you can pay via a Recurring Card Payment (RCP) agreement.

Recurring Card Payment

Link available on
www.cardiffmet.ac.uk/feepayment
 (Top Option).

User will need to enter Student ID (eight numeric values) and Date of Birth to access system. Once in, user will need to check the Tuition Fees box and then enter the payment amount (i.e. balance of fees for Academic Year).

The 'Payment Method' drop down will provide three options, if wishing to pay instalments via a Credit/ Debit card, please select 'Recurring Card Payment'. You will then have two options, either pay in 3 termly instalments; 40% in October; 30% in January; 30% in April, or pay in 5 equal payments October to February. You can see the instalment dates for each option by selecting 'Show Instalments' .

Please note, if a 'due date' has passed, that instalment will be payable immediately.

If you are unable to pay your fees on-line, you will be able to make this payment at the i-Zone via Credit/ Debit Card.

ON-LINE PAYMENT

Link to Make a Payment Page:
www.cardiffmet.ac.uk/feepayment

There are two options available to make an on-line tuition fee payment into the University systems:

Cardiff Met Student Payment Portal:

Payment by Credit/ Debit Card for Tuition Fees. User will need to enter Student ID (eight numeric values) and Date of Birth to make payment against account. If available, user will also have ability to sign up to pre-defined instalment agreements (see previous page). NB - this will not show any charge, user must input the total

payment amount after logging in, payment method will determine what is immediately payable. Can take up to three working days for payment to be reflected on student account. You must be registered (Application or Enrolment) with Cardiff Metropolitan University to use this service.

International Student Payment Portal:

Payment by Bank Transfer or alternative payment methods for Tuition, Accommodation (please ensure that all details are completed in order for us to correctly allocate your payment). Can take up to three working days for payment to be reflected on student account.



RCP GENERAL REQUIREMENTS

Please ensure that there are sufficient funds available in your account on the dates shown on the previous page.





ASSOCIATED FEES

BENCH FEES

Research programmes will usually attract a separate bench fee. You are advised to check in advance of enrolling what this charge is likely to be.

If self-financing, this can be paid alongside your tuition fees. If sponsored, please ensure your 'Sponsor Letter' details their willingness to cover this fee.

TUITION FEES FOR FULL-TIME INTERNATIONAL STUDENTS

Please refer to the fee table on our website (see useful web-links on page 12) to determine your fee level.

PAYMENT BY A SPONSOR

For example an embassy or your employer. You will need a letter from your sponsor, on headed notepaper, signed by an authorised signatory, confirming that payment will be made on your behalf.

This letter must be handed in at enrolment. The letter will be Cardiff Met authority to bill your sponsor for the fees.

If applicable, please ensure that the letter details your sponsor's willingness to pay for any additional fees. If we do not receive a sponsor letter, you will be liable for the full fee charge.

SELF- FINANCING

Payment in Full:

- Payment can be made on-line (see Page 5) in advance of enrolment.

Payment by Instalment:

- IPO will confirm the minimum amount payable in advance by way of deposit. The remaining balance can be split equally into two instalments, payable by 08/01/24 and 14/04/24. Please reference web-link on Page 5 and select 'Recurring Card Payment' to set this up. **Students enrolling in February will have different options.**

Students will not be allowed to enrol unless a Sponsor Letter is supplied or the minimum fee amount has been paid and an agreement has been arranged for the settlement of the balance.

REPEATING STUDENTS

If you are repeating any element of your previous years studies, a charge will be calculated based on the number of credits that you need to re-register for and will take account of any allowance made via the Mitigating Circumstances procedure (see Student Handbook). This charge will be a pro-rata element of your standard fee e.g. if you are a 'Home' student on full-time Undergraduate programme (@ £9,000.00) needing to repeat 60 Credits (of 120) your charge will be £4,500.00.



GENERAL FEE REGULATIONS

Please ensure you are aware of our fee policies. These are detailed in the student handbook, on the web and on the tuition fees webpage (*please refer to web-links on page 12*).

The updated handbook (2023/2024) will be available prior to the main enrolment session in September. This details our withdrawal and refund policy.

More information can be found **here**.



DIFFICULTY WITH PAYMENT

Students who are experiencing financial difficulties in paying tuition fees should seek help at the earliest opportunity. The university will be sympathetic and assist where it can.

If you have financial problems you may wish to speak to the Student Services staff, personal tutor, or the Students' Union. It is important to keep the Exchequer Office informed of developments.



USEFUL CONTACTS

Cardiff Met Finance Section

tuitionfees@cardiffmet.ac.uk

EU (Non-UK) Student Funding

0141 243 3570

Cardiff Met Admissions Section

askadmissions@cardiffmet.ac.uk

Student Finance Wales

0845 602 8845

Cardiff Met Student Services Section

studentservices@cardiffmet.ac.uk

Student Finance England

0845 300 5090

Cardiff Met Fee Waiver Scheme

feeamendments@cardiffmet.ac.uk

Cardiff Met Enrolment Unit

enrolment@cardiffmet.ac.uk

Student Union

studentunion@cardiffmet.ac.uk

USEFUL WEB-LINKS

Cardiff Met's Tuition Fee Web Page

www.cardiffmet.ac.uk/tuitionfees

Make a Payment

www.cardiffmet.ac.uk/feepayment

Cardiff Met's Student Services Web Page

www.cardiffmet.ac.uk/studentsservices/

Cardiff Met Student Handbook

www.cardiffmet.ac.uk/studenthandbook/index.asp

Further details on funding for Welsh students

www.studentfinancewales.co.uk

Further details on funding for English students

www.gov.uk/student-finance

Further details on funding for Scottish students

<https://www.studentinformation.gov.scot/students>

Further details on funding for Northern Irish students

www.studentfinanceni.co.uk

Further details on funding for non-UK EU students

www.gov.uk/student-finance

SLC website, facility to check on loan applications, etc

www.slc.co.uk

Some good advice about student finances

www.moneysavingexpert.com/family



Cardiff
Metropolitan
University

Prifysgol
Metropolitan
Caerdydd

Western Avenue

Cardiff CF5 2YB

Tel: +44 (0)29 2041 6070

Fax: +44 (0)29 2041 6286

email: courses@cardiffmet.ac.uk

www.cardiffmet.ac.uk