

This document represents the Cardiff Metropolitan University Fee and Access Plan.

### The duration of the plan

This plan will be in effect during the 2021/22 academic year (August 2021 – July 2022).

## Fee Levels 2021/22

Location of course	Fee (£ per annum)
Cardiff Metropolitan University (Llandaff and Cyncoed) Full-time undergraduate & PGCE	£9,000
Cardiff Metropolitan University (Llandaff and Cyncoed) Full-time undergraduate (sandwich placement year)	£1,800
Cardiff Metropolitan University (Llandaff and Cyncoed) Full-time undergraduate (year abroad)	£1,350
Bridgend College Full-time undergraduate degree	£8,000
Bridgend College Full-time HND & Foundation Degree	£7,500
Cardiff and Vale College Full-time HND & Foundation Degree	£7,500

Cardiff Metropolitan University intends to set fees for 2021/22 for students entering full-time undergraduate Higher Education courses delivered on campus, and those continuing on their course on campus, at the maximum permitted level, currently £9,000 per year.

Students entering their programme at a college partner will be charged the fee given below. Students continuing on their course at a college partner and who entered in an earlier year will be charged the fee that applied in the year in which they entered.

The total fee for a student entering a three year undergraduate degree in 2021/22 would be £27,000 and for a four year degree including a sandwich year placement, £28,800.

Total fees for college partner students are the fee quoted above multiplied by the number of years of the course (3 years for a degree, and 2 years for an HND or Foundation Degree).

At the time of publication of this Plan there are no mechanisms through which the maximum fee could rise above £9,000 however, should this change, the University would expect to increase the fee charged to new and continuing students by any permitted level of inflation allowed by the Welsh Government. The decision on fees to be charged for 2021/22 would be confirmed by the Board of Governors at the earliest opportunity following any Welsh Government announcement of a permitted uplift, at the latest before any applicant for 2021/22 had been made an offer of a place and ideally before fee levels for 2021/22 entrants are published on the web-site and in prospectuses. Similarly, we do not plan to raise fee levels with partners.

The University in its communications aims to provide transparent and accessible information in a timely fashion. It follows the guidance provided to Higher Education by the Competition and Markets Authority, and employs a variety of methods for communicating the fee levels, both annual levels and the aggregate level of fees paid by a student during the full duration of a course.

The methods currently employed include: websites, printed materials, and information provided orally to prospective students. Communications are undertaken in line with the University's Student Charter, the University's Strategic Equality Plan and the Welsh Language Standards.

The following mechanisms are used to communicate with prospective students before they enter the University and it is intended that these methods will continue for 2021/22 entrants:

- Fee information is included in the University's Key Information Set (KIS), published on the Unistats website, and in the Universities and Colleges Admissions Service (UCAS) Entry profile, which is a direct link from various sections of the University's website.
- Fee information is prominent on the University's website, and includes links to information on fees, additional charges, bursaries/scholarships, financial advice and welfare services, and student hardship support.
- Applicants are signposted to the web-based information on fees via their applicant acknowledgement email. Their offer correspondence includes a programme specification and a copy of the tuition fees applicable to their year of entry.
- Confirmed applicants receive student planner/joining instructions on how to access key information about joining the University – i.e. enrolment, paying tuition fees etc.
- Student finance advice sessions are offered at all Open Days. These include details of financial support available to students as well as providing information on tuition fees.
- When undertaking Schools and College liaison activity, University staff signpost prospective students to where to find fee information.
- Visit Days are particularly targeted at schools in low participation neighbourhoods. The University provides these groups with focused student finance sessions providing information on the support available and tuition fees.
- Prospective students can access the University's Advice for Applicants web pages which include core pre-joining information on topics such as such as tuition fees and finance, accommodation, and student support services.
- Emails are sent at key points throughout the year to both enquirers and applicants highlighting key information about student finance – tuition fees, how and when to apply, Frequently Asked Questions, etc.

Course information web pages include links to information on fees and any additional costs. Additional costs apply to some courses, including the costs of Disclosure and Barring Service checks which are mandatory for certain courses, materials/consumables, printing, field trips and other activities. The University and its college partners continue to strive to minimise the number and

scale of any additional costs and to absorb them within the fee where reasonable. Additional costs are specific to individual courses. Details of additional costs will be available under the 'Finance & Tuition Fees' section of the University's website, and the corresponding part of its franchised partners' websites.

Fee levels are confirmed to returning students through the enrolment process and resulting correspondence. Details remain on the University website as above.

In the event that any increase in fees is permitted by the Welsh Government, proposals will be discussed with the Students' Union prior to being put to Governors for approval.

Any such fee changes will be communicated to students as follows:

- Changes will be communicated to returning students in the correspondence they receive from the University Registry Services with regard to enrolment, and will be signposted to the University website, Student Portal, and the Virtual Learning Environment as appropriate for full details. The Student Portal is the main repository for information while a student is studying at the University.
- Students who wish to ask questions or seek clarification on changes to fees will be able to do so at the iZone, the University's 'one stop shop' for information on all aspects of student life.
- Additionally, our Student Financial Advisory Service will be available to students in financial difficulty and to students who have more general queries relating to budgeting or accessing financial support, including the University's Hardship Fund.

Our FE partners, Bridgend College and Cardiff and Vale College, that offer full-time undergraduate courses leading to Cardiff Metropolitan University awards are expected to mirror the quality and scope of the University's approach to the provision of information on fees to students.