



Tuition Fee Policy
Bachelor of Medicine and
Bachelor of Surgery (MBBS)
2018/19

**STUDENT REGULATIONS
AND POLICIES**

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UNIVERSITY OF CENTRAL LANCASHIRE

BACHELOR OF MEDICINE AND BACHELOR OF SURGERY (MBBS) – TUITION FEES POLICY

In those areas where the University has discretion to determine fee levels, there is recognition of the duty to set these with due regard for financial viability and market forces.

The University believes that it is in the interest of both the student (and/ or student's sponsor) and the University that applicants and students should be notified as early as possible of the total fees due for their courses, including any additional costs, along with the arrangements for payment.

Equally, the University believes that students and/or their sponsors are responsible for prompt payment. Defaults on payment are treated seriously and will lead to an inability to commence studies.

Please note that the provisions of the University's standard Tuition Fees Policy shall not apply to MBBS students and this policy shall apply in its place. For avoidance of doubt all other University policies shall continue to apply as appropriate.

Policy Statement on Tuition and Associated Fees

1. For the MBBS, the University will set, publish and charge tuition fees for the full duration of the course. The level of tuition fees for the full duration of the course will be set and published before the start of the application process. The only increase in fees for second and subsequent years of the course will be in line with inflation based on the Retail Price Index.
2. All costs that relate to items that are essential to complete the course will be included in the tuition fees. Costs that relate to items that are not essential to complete the course and hence are optional for students are not included in the tuition fees. A list of the essential costs and the optional costs will be published before the start of the application process moving forward. This will include confirmation or an estimate of each type of optional cost wherever possible.
3. In determining fee levels, the University will consider nationally published guidelines where these exist.
4. Where a student undertakes an MBBS course, their rights and obligations in relation to the payment of their tuition fees shall be governed by this Tuition Fees Policy and by any instructions as regards payment notified to such students at the time the offer is made, or on enrolment.
5. All annual fees shall be paid in full prior to the commencement of the course. No MBBS student shall be permitted to enrol on the course until such fees have been paid in full. To the extent that the proposed payment of the student's fees are subject to external sponsorship or loan restrictions (e.g. the student shall receive the payment in instalments) then the student should contact the University at mbbsadmissions@uclan.ac.uk setting out the particular circumstances of their payment arrangement with the third party. The University will then, at its sole discretion, make a decision as to whether such payment proposals will be permitted.
6. No early payment bursary, scholarship or fee remission schemes shall be offered to an MBBS student who chooses to study a MBBS course. However, international

scholarships may be available in certain circumstances, details of which can be obtained from the University.

7. With regards to early withdrawal or interruption to studies from an MBBS course, there will be no entitlement to a refund of such tuition fees already paid at the start of that academic year in line with paragraph 5 above except in exceptional circumstances where evidence is reasonably provided.
8. The University will take steps to ensure the payment of tuition fees is met and the following sanctions may be applied to those who do not pay fees in line with paragraph 5 above:
 - a. delay to the right to start the course and access course materials
 - b. withdrawal of University library and computing facilities
 - c. refusal to re-enrol
 - d. termination of enrolment and exclusion from the University
 - e. withholding of certified transcript
 - f. withholding of final award certificate
 - g. denial of attendance at awards ceremonies
 - h. withholding of Confirmation of Acceptance to Study (CAS)
9. In deciding what steps to take in respect of the payment of tuition fees and course costs, the University will consider all the circumstances of each affected student's case and will reach a proportionate decision.
10. If a sponsor or third party fails to pay some or all of the tuition fee on behalf of a MBBS student, the MBBS student will become personally liable for payment of the outstanding amount prior to enrolment on the course.

International students - Confirmation of Acceptance for Studies.

It is a requirement for all international MBBS students, that prior to the University issuing Confirmation of Acceptance for Studies; the MBBS student shall pay a deposit of £10,000 (ten thousand) GBP. Subject to statutory cancellation rights, the deposit will only be repayable in one or more of the following circumstances:-

- i) the University's entry requirements are not met;
- ii) a visa is refused (evidence will need to be provided);
- iii) the target number of students for the course has been met by the start of the academic year (an administrative fee of £1000 will be retained by the University out of the deposit);
- iv) In exceptional circumstances where evidence is reasonably provided.

The remaining balance of the MBBS student's annual tuition fees shall be paid prior to enrolment on the MBBS course but only when the student has received confirmation of their visa being granted.