



MidKent College

TUITION AND EXAMINATION FEE POLICY 2026/27

Document Details			
Policy Number	MKC-Finance-004	No. of Appendices	2
Document Title	Tuition & Examination Fee Policy 2026/27		
Document Description			
Effective Date	October 2025	Review Date	November 2026
Version Number	V1.3	Review Cycle	Annually
Document Status	Approved	New Policy	N
Change Criteria	Major		

****Major change is defined as:**

Anything that represents a significant change of working practice, legal requirement, procedure or process within the organisation, or a change that impacts an employee's terms and conditions of employment.

****Minor change is defined as:**

Any change of dates, job titles or terminology that do not represent a significant change to working practice. Examples changes of terminology to reflect current legislation/ DfE/Ofsted such as the change of terminology in the safeguarding policy from peer-on-peer abuse to child-on-child abuse.

Document Authorisation				
Owner	Authorisation Required	Initial and Role	Digital Signature	Date
Author	Yes	JM – Finance Manager		October 2025
Owner	Yes	MP - Executive Director of Finance and Estates		October 2025
SLT Review	Yes	N/A		October 2025
Exec Approver	Yes	MP - Executive Director of Finance and Estates		October 2025
GB Sub Committee	Yes	Finance and General Purposes Committee		November 2025
Full GB Committee	Yes/No			

Policy Cross References - This policy should be read in conjunction with any other associated policies, with particular reference to

Policy Name	Policy Number

Document Revision History

Version Number	Date	Summary of Revision
V1	Initial version	
V1.1	Minor update and fee changes	Minor edits and fee confirmation
V1.2	Minor update and fee changes	Minor edits and fee confirmation
V1.3	Minor update and fee changes	Minor edits and fee confirmation

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SCOPE

- 1.1 This policy statement details how MidKent College will apply fees for courses subsidised by the Department for Education (DfE) the Office For Students (OFS) and those courses that receive no grant subsidy (referred to as 'Full Cost' courses). The College may choose to make a course 'full cost' even if there is grant subsidy in cases where there is insufficient grant available. This document outlines the College's Tuition and Examination Fee Policy for the 2026/27 academic year.
- 1.2 Not all students are eligible for ESFA funding. Those who do not meet the criteria for ESFA funding will be treated as full cost students.

POLICY STATEMENT

- 2.1 The College reserves the right to cancel any course or change its charging policy where its costs may result in a financial loss; cancel any course where there is a lack of appropriate resources; and/or refuse entry to a course on any non-discriminatory grounds.

NATIONAL FEE GUIDELINES

- 3.1 The DfE funding approach assumes that all students other than those eligible for fee remission are charged a tuition fee as a contribution towards the costs of their learning. The DfE also recommends that accreditation costs are paid by all adult students, other than those entitled to fee remission.
- 3.2 The DfE publishes an Adult Skills Fund weighted fee rate upon which tuition fees are based.

- Many students will be 'fully funded' where remission applies (see 4 below) and therefore not liable to pay a tuition fee

Other students will be charged a 'co-funded' rate for courses up to and including Level 2 which is half of the weighted fee rate and assumes that the learner or employer pays the difference by way of a tuition fee. For courses at Level 3 and above students not eligible for remission will be charged the weighted fee rate.

- 3.3 For 2025/26 it is expected that the DfE will continue the Advanced Learner Loans system introduced in 2013/14. Learners aged 19 or over, studying at level 3 or above, will not be eligible for grant funding (unless aged 19-23 on their first level 3, or eligible for the Level 3 free courses for jobs offer) and may be able to access a loan from the Student Loan Company which will cover 100% of their tuition fees only.

DfE FEE REMISSION

- 4.1 For 2026/27 the DfE will consider the following groups of students to be eligible for full fee remission (those students returning for the second year of a two year course will continue to receive fee remission on the same basis as for their first year):
- 4.1.1 Those aged 16-18 on 31 August 2026.
 - 4.1.2 Adults taking English or maths up to and including Level 2 and digital skills up to and including Level 1.
 - 4.1.3 Adults in receipt of Job Seekers' Allowance, Employment and Support Allowance or Universal Credit (where take-home pay excluding benefits is below the ESFA threshold) up to and including eligible level 2 qualifications;
 - 4.1.4 Adults in receipt of other eligible state benefits who meet the DfE definition of unemployed (where take home pay excluding benefits is below the DfE thresholds) who want to be employed or progress into more sustainable employment and where the College is satisfied that identified learning is directly relevant to their employment prospects and the local labour market needs, up to and including eligible level 2 qualifications.
 - 4.1.5 Employed/self-employed/unemployed adults on a low wage, up to and including eligible level 2 qualifications. The current threshold for 25/26 is £25750 gross annual salary but may rise for 2026/27
 - 4.1.6 Eligible adults aged 19-23 taking their first eligible full level 2 or level 3 qualification.
 - 4.1.7 Eligible adults studying at Level 3 under the free courses for jobs offer.
 - 4.1.8 any other concessions, unpublished at the date of this policy, as may be granted by the DfE in due course.

PUBLICATION AND APPLICATION OF FEES

- 5.1 The College will publish and make available all fee costs and remission categories via the website www.midkent.ac.uk. These are the fees that will apply to all courses; changes to these course fees may only be made with the approval of the Chief Finance Officer (or deputy). It is not proposed that detailed fee information will be included in College prospectuses.
- 5.2 All adult applicants will receive a letter detailing any fees payable and providing information on DfE subsidies and applicable loan information.

FURTHER EDUCATION PROVISION

6.1 DfE Subsidised Provision

- 6.1.1 Tuition fees will apply for those students not eligible for fee remission. See appendix A for a summary of fee rates and remission applicable to Further Education (FE) provision.
- 6.1.2 In exceptional circumstances Directors of Curriculum may set fees for provision in their areas that are outside the guidance of this policy. Directors of Curriculum or Executive Directors wishing to charge fees that differ from the stated rate for any of their courses must obtain the prior approval of the Chief Finance Officer(or deputy).
- 6.1.3 Full-time Adult FE students wishing to take additional part-time courses to those agreed as part of the full-time “programme of study” will be charged the tuition and other fees as quoted in the fee tables.
- 6.1.4 Where a home student is not eligible for funding on a DfE course they will be charged tuition costs at the equivalent to the full DfE funding rate, including programme weighting.

6.2 Young People Aged 16-18

- 6.2.1 In accordance with DfE regulations tuition, registration or examination fees may not be charged to students aged 16-18 taking full or part-time courses leading to a recognised aim.
- 6.2.2 Materials fees, reflecting actual costs, may be charged. Details of any such fees are advised to students by course tutors prior to or during their induction.

6.3 Adult Students Subsidised by the DfE

- 6.3.1 Adult students (those aged 19 and above) taking courses funded by the DfE will be charged a fee, to be published as part of the matrix (see Appendix A). The College will reclaim tuition fee remission for adult students from the DfE wherever possible.
- 6.3.2 For courses running longer than a year, the published fee will be for a single year. In most such cases, it is likely that a similar fee will be payable in later years. This is not the same for apprenticeships – see Apprenticeship Policy.
- 6.3.3 As a general principle, the default fee level will be the higher of:
- 50% of the weighted funding value published by the DfE for qualifications up to and including Level 2, or
 - 100% of the weighted funding value published by the DfE for relevant qualifications at Level 3 or above, or
 - a rate based on the costs of delivery plus overheads, or
 - the rate suggested by market research.

- 6.3.4 Materials fees, reflecting actual costs, may also be charged to adult students unless they are eligible for full fee remission (see paragraph 4 above) in which case basic materials will be provided free of charge. Details of any such fees are advised to students by course tutors prior to or during their induction.

MANAGING AGENTS AND FRANCHISES

- 7.1 Where fees are paid to the College by other organisations in receipt of DfE funding, for education provided by the College, the Executive Director of Curriculum and Quality is responsible for negotiating these with the recipient organisations in accordance with agreed College protocols. Fees are to be approved by the Chief Finance Officer(or deputy) and are to be reviewed annually.
- 7.2 Where courses are delivered by Franchise partners on behalf of the College, the College will agree with the Franchise partner whether the College or the Franchise partner will collect fees and the two parties will account between each other for the fees collected.

SCHOOL PUPILS

- 7.3 DfE Funding is generally not available for under 16 year olds. The following therefore generally applies to those aged 16-18 who are enrolled at school.
- 7.3.1 School pupils, whatever their age, taking evening courses funded by the DfE will only be accepted onto the course provided the school accepts liability for the fees quoted on the College website.
- 7.3.2 When school pupils, whatever their age, wish to follow part of their programme at College during school hours, the College will require the agreement of the school and will charge the school for the costs of this provision.
- 7.3.3 Specific School Provision - Responsibility for negotiating the fee to be charged to the school rests with the Chief Finance Officer(or deputy) and the Executive Director of Curriculum and Quality.
- 7.4 New permissions have been granted to enable colleges to pull down DfE funding to support home schooled learners. No fees will be charged for pre 19 year olds.

STAFF

- 8.1 Fees, including examination and materials fees, for DfE funded or Full Cost courses attended by MKC Group staff may be funded by their home cost centre or the Staff Development budget with the approval of the relevant budget holder.

INTERNATIONAL STUDENTS

- 9.1 The College does not actively recruit international students and does not accept applications from students on a Tier 4 visa.
- 9.2 Students who have a right to live and study here, but do not meet the DfE residency criteria for funding eligibility will be charged 100% of the DfE Adult Skills fund weighted fee rate. The fees charged will include the cost of the first attempt of any approved examination. Agreed additional learning support will be charged in excess of this fee.

FULL COST PROVISION

- 9.3 Fees for commercial courses or full cost courses are negotiated between the Directors of Curriculum and the customer and approved by the Chief Finance Officer (or deputy). Fees are to be based on market rates and must at least recover full costs including overheads and therefore will differ between courses. All commercial courses need to achieve the target financial contribution unless otherwise agreed by the Chief Finance Officer (or deputy).
- 9.4 There is a standard costing pro forma and standard terms and conditions, which are to be used for all commercial courses. There is no fee remission or concessionary fee available for commercial courses. MKC Group staff attending commercial courses will be required to pay the full fees, except as outlined in Section 8.1.
- 9.5 Students who, through their own volition, have failed to complete their learning programme within the agreed contract period will be required to pay any additional costs associated with this extension. Charges will be made to cover any resource, materials or travel costs; tuition will be charged at £80 per contact hour. This may be amended at the discretion of the Director of Curriculum with the agreement of the Chief Finance officer (or deputy).

EXAMINATION & REGISTRATION FEES

- 10.1 Awarding body fees are not charged to 16 to 18 year old students, whose tuition fees are remitted provided the following criteria are met:
- it is the student's first attempt at the examination at this Centre;
 - The examination entry is supported by the relevant subject lecturer.
- 10.2 Subject to paragraph 6.2.1 (where relevant), students retaking examinations will be charged the examination retake fee; which is payable prior to the examination entry.
- 10.3 Students in receipt of a free first attempt for an examination who do not take the examination without good reason will be charged the fee.
- 10.4 Regardless of age, where a membership fee is payable directly to a third party organisation, the learner is liable for the full cost.

MATERIALS FEES

11.1 Where a course has significantly increased costs for special or expensive items such as uniforms, equipment or consumables these costs may be passed on to students. The main exception to this rule is adult students with full fee remission. Full guidance on this is available via the Student Finance team. Any materials costs, which must be agreed with the Finance Manager, should reflect actual costs and be published prior to the start of the course.

PAYMENT TERMS, DISCOUNTS AND INSTALMENTS

12.1 Fees are normally payable at enrolment prior to the start of the course.

12.2 Students with total fees of over £300 may elect to pay in four instalments via debit or credit card providing an agreement is completed at the time of application/enrolment. However, the following will apply:

- the course(s) must run for at least one full term;
- the first instalment must consist of at least 25% of the total fee payable;
- the first instalment will be payable at enrolment prior to the start of the course, with the balance payable in three equal and consecutive monthly instalments thereafter.

12.3 If, despite the provisions made above, fees fall overdue, then the College will issue reminders. Where fees remain outstanding, ID cards and IT access will be deactivated until payment is received or a new plan agreed. Ultimately, any unpaid fees will be referred to a debt collection service and in such circumstances the costs of recovery will be added to the fees due.

12.4 Where a learner has taken out an Advanced Learner Loan and subsequently withdraws from the course, they will remain liable for the remainder of the fees due for that academic year, assuming there is no fault from the College. This is consistent with the refunds policy in respect of fees paid by instalments.

12.5 Where a learner's Advanced Learner Loan application is awaiting approval by Student Finance England, the student will be required to pay fees via the College instalment plan until such times as the loan is fully approved. Once approved, any fees already paid directly to the College will be refunded.

12.6 Where a learner has taken out a Higher Education Loan and subsequently withdraws from the course they will remain liable for 25% of the fees if they withdraw in Term 1, 50% in Term 2 and 100% of the fees if they withdraw in the final term.

HIGHER EDUCATION (HE) PROVISION

13.1 Sections 3-14 relate primarily to FE provision and are not therefore applicable to HE students and fees. See appendix B for a summary of fee rates for HE provision.

13.2 The Office for Students definition of full-time will be used to determine the full-time status of HE provision and will, therefore, determine the fees chargeable.

13.3 For full-time HE courses, the fee shall be £6000. Part-time fees will be pro-rata based on the number of credits studied.

Many HE fees will be covered by loan arrangements with Student Finance England. In cases where these loans have not been taken the fees are payable to the College and the fee payment arrangements will mirror the HE tuition fee loan payment plan. ie 25% before the start of term 1, 25% before the start of term 2 and 50% before the start of term 3

13.4 For part-time courses, including re-sits, the tuition fee will be per module, based on the number of credits that the student undertakes according to the following rules:

- Students who plan to study a complete degree programme part-time pay the same total tuition fee as a full-time student over the full course of study.
- The tuition fee should be charged equally across the planned number of years irrespective of the actual number of credits taken in each year, subject to annual inflation and any future changes in fee policy.
- Students enrolling for individual modules that are not part of a plan to complete a Foundation Degree in four years or less should pay the module price.
- Students retaking modules in a subsequent year must pay a minimum of the module cost. Where a module is not currently on offer the rate for a retake will be negotiated.
- Students who wish to retake modules without attendance will be charged a fee of £495 per module.
- Individual Module rates for new funded students are shown in the tables in Appendix B. These have been increased by the same percentage as full-time rates.

13.5 Full-time HE students wishing to enrol for additional part-time FE courses are usually not eligible for DfE funding therefore will be charged at the full DfE weighted funding rate for the FE course.

REFUNDS

14.1 Refunds of fees may only be approved in the following circumstances:

- if a course is cancelled by the College;
- if a student's complaint regarding the quality of the delivery of a course or about the advice/guidance provided is upheld following an investigation in accordance with the College's complaint procedure;

14.2 Once a student has been allocated a place on a course, refunds will not normally be given. However, written requests for refunds relating to personal factors will be considered by the Director of Quality or the Chief Finance Officer and a credit note or refund may be issued in exceptional circumstances.

14.3 The College reserves the right to withhold a 10% administration charge on all refunds.

DEBTORS

15.1 In accordance with College's Financial Regulations, for any student who has not paid their fees in full within the appropriate timescale:

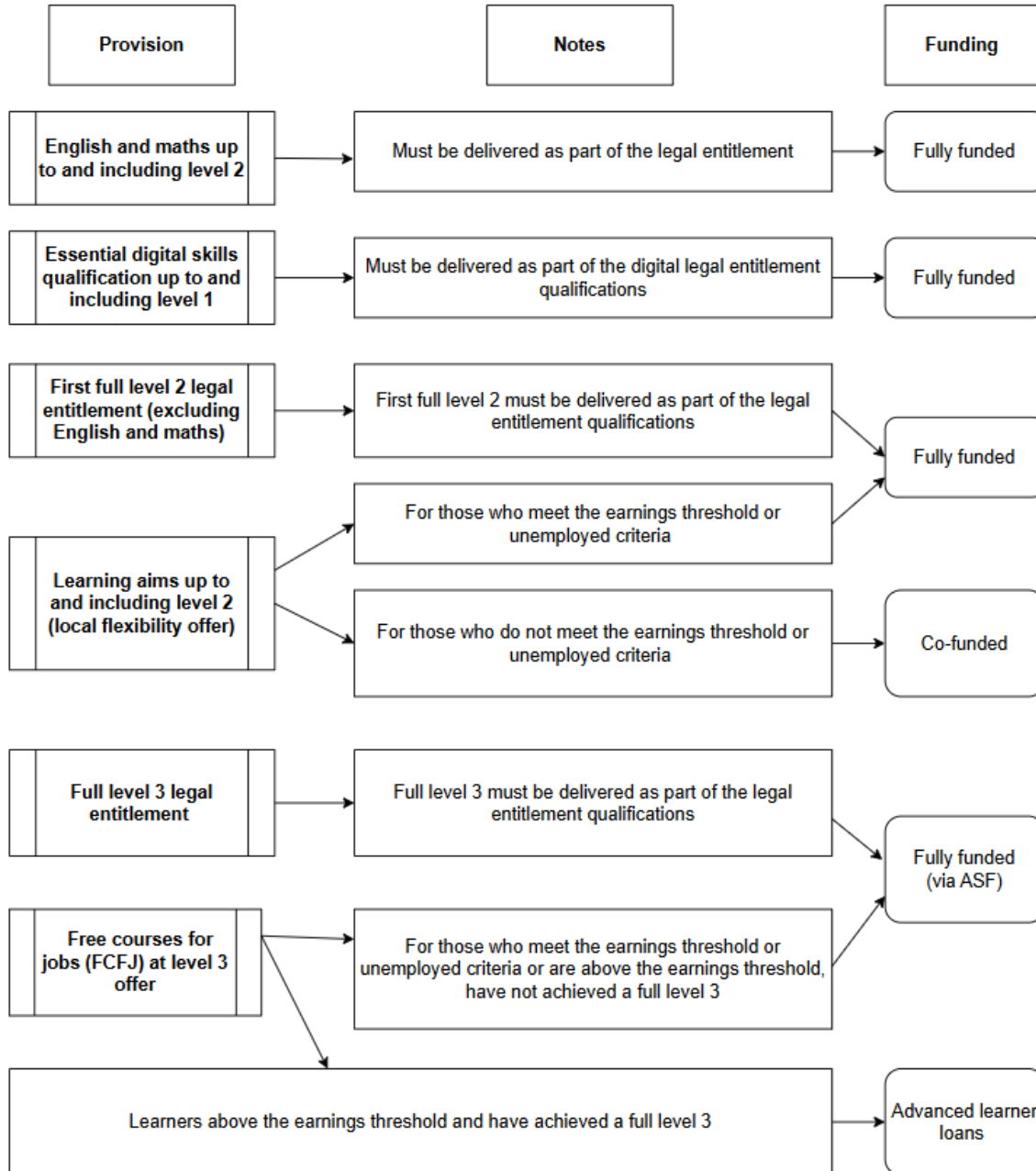
- they may have their student ID card and IT access deactivated
- they may be withdrawn from the course
- exam certificates may be withheld;
- assessed work may not be marked;
- references for employment may not be issued;
- the student will not be permitted to progress to the next year of study or enrol on another course at the College; and
- the debt will be referred to a debt collection agency for recovery and costs passed on to the student.

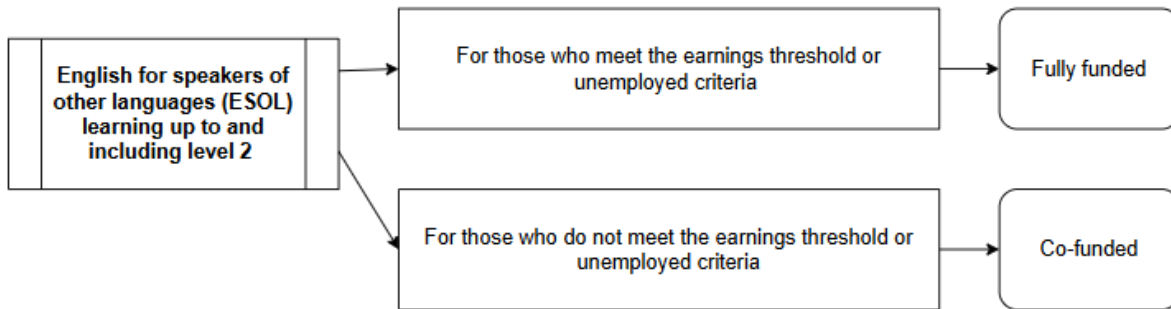
REPORTING PERFORMANCE

16.1 The College will report performance in relation to the collection of fee income against targets to the Executive Group and the Corporation in the monthly Management Accounts.

Appendix A - Government contribution

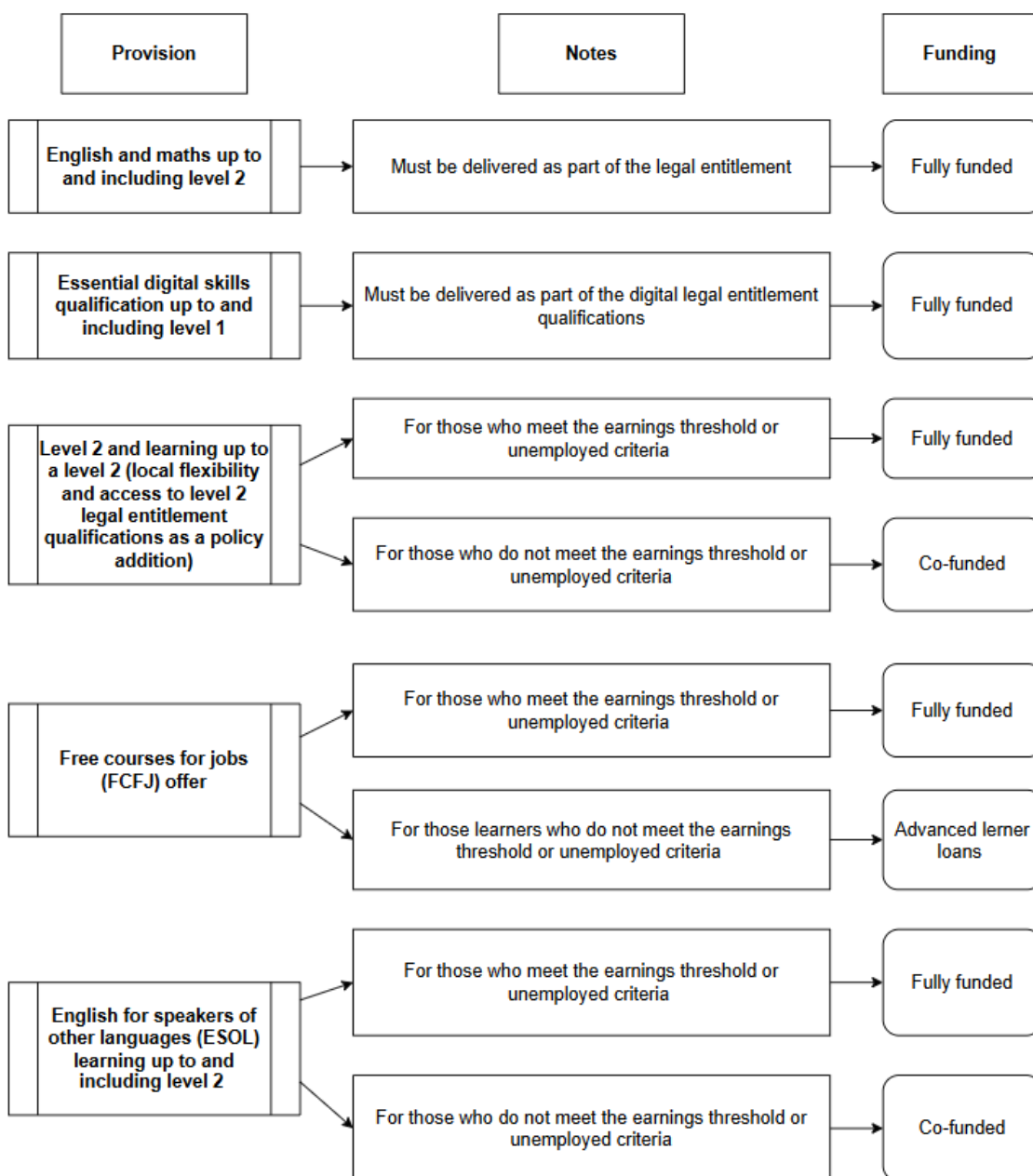
Chart 1: 19 to 23-year-olds





19 to 23 contribution table

Chart 2: 24+



24+ contribution table

Additional Course fees		
Type/Age	Assessment or Examination Fee	Materials Fee
Aged 16-18 at 31.08.26 on any ESFA funded course	Paid by College Except as per paragraph 10.	Yes, where applicable
Aged 19-23 years at 31.08.26 at the start of the course for an eligible "entitlement Qualification", such as a first full level 2 or first full level 3 programme or adults studying at Level 3 under the free courses for jobs offer	Paid by College	Yes, where applicable
Aged 19 or over at 31.08.26 undertaking other DfE qualifications, including additional qualifications not part of a full-time FE programme.	Paid by student on enrolment	Yes, where applicable
Students undertaking Skills for Life (not including ESOL)	Paid by College	Nil
Aged 19 or over at 31.08.26 undertaking a programme where they are not eligible for ESFA funding.	Paid by student on enrolment	Yes, where applicable

FE Fee levels (per annum, or per course if shorter than a year)

Full-time courses up to and including Level 2, not covered elsewhere	Co funded fee rate up to a maximum of £1,740
Full time and part time Level 3/4 courses	100% of DfE Adult Skills Fund weighted rate
Part-time courses up to and including Level 2	50% of DfE Adult Skills Fund weighted rate

Appendix B – CHARGES FOR HE STUDENTS

Full-time (120 credits per annum) student course fees

Annual Tuition Fee	2026/27
Full-Time HE Courses	£6000
Part-Time HE Courses	Pro-rata - See below

Students undertaking a second qualification at the same level as that previously funded will not be eligible for OfS funding and must pay the full rate, which may be higher than £6000 depending on the subject concerned.

Part-time student fees are pro-rata based on credits studied each year.

2026/27 Funded Part-time HE fees

Credits per annum	Home/EU Fee
10	£495
20	£990
30	£1,485
40	£1,985
50	£2,480
60	£2,975
70	£3,470
80	£3,967
90	£4,463
100	£4,950
110	£5,455

1. Students who plan to study a complete programme part-time pay the same total tuition fee as a full-time student.
2. Students enrolling for retakes will be charged the full module costs; where the module is no longer offered fees will be negotiated.
3. Part-time students will be charged studio and materials fees and any other additional assessment and examination costs.