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What it is

The University of Reading (the University) is committed to a fair and

Changes to Fees

The University reserves the right to amend and alter its fees at any time following appropriate internal scrutiny and consultation.

Fee Increases

The University will not raise the fee for credits or a programme of study during the course of an academic year.

Home/EU UG Students

The maximum amount of tuition fees that an institution may charge full and part-time Home and EU undergraduate and PGCE students is set by the UK Government. There are 3 fee charging regimes currently in force for these students:

Pre 2006/07 entry	students registering for the first time before the 2006/07 academic year.
2006/07-2011/2012 entry	students registering for the first time between the 2006/07 and 2011/12 academic years.
2012-13 onwards	students registering for the first time from 2012/13 onwards.

Changes to Fee Regime

There may be situations when a student's fee regime will change, for instance if they:

However, if the status is changed from the start of the next academic year, no refunds or credits for previous fees paid in previous years will be considered.

Students must contact the Receipts Office immediately should they experience difficulties in paying by any of the above methods. The Receipts Office will be able to advise on alternative ways to submit payment.

Non-Payment of Fees

Should a new student fail to make arrangements to pay tuition fees by the last calendar day of the month

Applicants in receipt of US Federal loans or any other Government Financial Aid which is certified and received by the University.

The University offers a variety of bursaries, scholarships and discounts to its students. Full details of these, including the eligibility criteria, are available via the following link: <http://www.reading.ac.uk/life/life-moneymatters.aspx>.

Postgraduate Taught and Undergraduate Students

Postgraduate Taught and Undergraduate students who withdraw and then wish to return on a date outside the academic year in which they withdrew, will be charged according to the fee structure in force at the time of re-joining the University.

Fee liability for students who suspend will be determined in accordance with the official date of suspension/withdrawal and the liability points laid out in this Policy.

Students who suspend will be reassessed when they return and may be charged different fees to those in force at their initial enrolment.

PhD Students

Contact the Doctoral Research Office (DRO@reading.ac.uk) for all matters relating to withdrawal or suspension from study.

Where a student has applied for and been granted an extension of their research registration period they may re-register on payment of the appropriate fee. Students may not re-register after their expected completion date unless this has been agreed by the Faculty Research Degrees Committee or equivalent.

If a student is deemed to be "writing up", the student will be charged the writing-up fee set by the University for a maximum of one year only. A student will only be deemed to be writing up after the active research is completed, the relevant practical work concluded and the first full draft of the thesis has been submitted for comment to the supervisory team. A student is only eligible to pay the writing-up fee once. Any period of registration after the one year "writing up" period will be liable for the standard tuition fee if the student is continuing to write up. If at the end of the writing up period, a student submits their thesis after the start date of a new academic year (relevant to their period of registration) and before the last calendar day of the month following the start date of the new academic year, then no fees are due for that academic year.

Tuition fees cease to be due from the point of submission of the soft bound thesis for examination purposes. The appropriate pro-rata monthly refund may be payable.

For administrative purposes a student will require a "current" student record in the current academic year where the examination period crosses from one academic year to the next.

Research Re-Examination Fee

A student is liable for payment of a re-examination fee set by the University if they are required to resubmit (and be re-examined) following the viva voce examination.

Research Students Required to Amend their Thesis

A student may be required to undertake further work after the viva voce examination. In this case a resubmission fee is charged. The resubmission fee is dependent on the outcome from the viva voce examination and where the student requires further support from their supervisory team.

Where a student has applied for and been granted an extension to the write up of their dissertation a writing up fee will be applied in accordance with the University's current Fees Table.

Students returning from suspension and who were charged for, but did not take, the original assessment will not be required to pay a further tuition fee for that assessment unless they are consuming further teaching. This does not apply to students who have taken the original assessment and are taking a resit.

Students who have taken the original assessment and are taking a resit will be required to pay the appropriate fee. However, where a student has been granted the status of DNS (deemed not to have sat) as a result of a successful claim for extenuating circumstances, no resit fee will be applied.

Students paying International fees are charged a percentage of the total annual fee whilst on a placement year.

Refunds will be determined and calculated in

Student Finance (Authorities)

Designated undergraduate programmes attract funding from the UK Government (and the devolved administrations) via the Student Loans Company (Student Awards Agency for Scotland for Scottish Students). For ease of reference, "Student Finance" refers to both the Student Loans Company (SLC) and the four assessing authorities:

Student Finance England

Per Year Fee	A fee that is charged each year and covers all standard provision I that year.
Retake	An opportunity to study the whole module and includes a sit and a resit. 00
Sandwich	The same as full-time study but including the option to take a year in