

Student Fees Policy 2023-24

This document sets out Royal Veterinary College (RVC) policies on student course and accommodation fees for the academic year 2023-24, explains how fees are set and collected, and describes what students and sponsors need to do. It also provides information on what your tuition fees cover and what you can expect from the RVC. The policy covers all tuition fees, including modular and non-modular courses for UK, EU and international students for undergraduate and postgraduate courses and research degrees.

Fees are approved by the RVC Council (the governing body) and variations to fees for individual students may only be approved by the RVC Principal or his nominee. You will be advised of the tuition fees due, and the due date, as part of the online enrolment process. It is RVC policy to charge and collect on all fees owing for courses and accommodation.

The appropriate procedures for payment of fees, collection of outstanding fees, student withdrawals, and calculation of fees due or fee refunds are included in this policy. Collection of tuition fees are governed by the relevant General Regulations for Study and Award of the College, which can be found [here](#)

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SECTION 1 INTRODUCTION

OVERVIEW OF POLICY

This document sets out the Royal Veterinary College's

of equipment, clothing and books that you will require will depend on the course you are studying (many of the written materials you will need will be available in the Learning Resource Centres on the two main campuses).

In later years of the Veterinary Medicine course there will also be further additional travel costs as students go on practice placements (called Rotations and Extra Mural Studies [EMS]). Please be aware that you may also have to pay further living costs and have access to a vehicle during your clinical years.

You will also find that vacations may be spent on placements, giving you limited opportunities for part-time work. Some part-time opportunities working for the RVC do arise from time to time throughout the year. There may also be additional costs associated with specialist equipment - much of which can be bought from our Students' Union Shop, or the online store operated by our External Relations department. If you want to practice as a vet in the United States of America you will want to apply for the North American Veterinary Licensing Examination (NAVLE) whilst on the course, please ask for further information.

Specific Costs that you need to Budget for

The following are costs that students are responsible for:

- Personal and travel insurance

Printed materials

Further essential instructions and supporting material for preclinical classes will also be supplied free of charge. There will be no 'page-printing from computer' allowance for students. However, where learning objectives are supplied electronically, all undergraduate students are given a printing credit of £10.00 at the start of each academic year for the printing of these. This should not be regarded as a "page allowance".

Managing your money

RVC requires that you maintain a UK bank account: this will enable you to make payments for your living expenses.

Opening a bank account can be initiated before the beginning of your course (even from outside the UK): you will usually have to complete the opening of your UK bank account when you can attend your chosen bank branch in person in London.⁶

Once you have completed opening a bank account and have completed your registration with the RVC, please login to the RVC Intranet and notify the Finance Department by submitting your bank details using the secure [Student Bank Details Form](#) link.

Some students will find during the course of their studies that some specific costs may be reimbursed by RVC⁷ or may be employed by the RVC as a student ambassador or in other roles⁸: having a bank account will make it easier to arrange this. Specifically for students registered for year 4 of the BVetMed degree, a Rotation Allowance will be paid twice (in year 4) to support you with your rotation costs.

⁶ Further information on UK bank accountbank acreieplease login tlease login te 8-87(g pr)] TJvidnsnh(rs()63(/F540(t) tva G[(/Fsnh

SECTION 3 TUITION FEES – ENROLMENT AND PAYMENTS

FEE SETTING POLICY

The RVC reviews its tuition fees and fee policy annually. Increases in the costs of delivery of courses mean that fees are likely to be subject to annual increases and all students are, therefore, advised to plan their finances assuming this will be the case.

Fees are formally approved by the RVC Council and are published on the RVC website in September of the preceding academic year.

UK (Home) undergraduate fees

The UK government currently sets a maximum cap on tuition fee levels for UK students undertaking undergraduate degree courses. It is the RVC's policy to charge the maximum fee permitted under the tuition fee cap to all students, both new and returning. This means that, for students commencing in 2023-24, fees will increase for each academic year should the fee cap be permitted to rise in future years.

EU undergraduate fees

As the UK has now left the EU, students from the EU, EEA and Switzerland, who started their programme of study in 2021/22⁹ or later, will no longer be eligible for the current EU fee rate. Students from these countries who started their programme of study in 2021/22⁹ or later, will no longer be eligible for the current EU fee rate. The current EU fee rate is £2,186.69 per year, which is equivalent to £4,266.55 per year for students who are not eligible for the current EU fee rate.

Payments in other currencies

International students transferring funds in currencies other than pounds (GBP) must ensure that the correct fee in GBP will be credited to the RVC's bank account.

Resit of Examinations or Assessments

Students who do not meet the requirements to pass their assessment should refer to the Academic Assessment Regulations for their programme. There is no charge for a resit taken within the same academic year.

Repeat of Modules or Elements of Courses

Students who are required to repeat an element of their course are liable to pay a tuition fee, pro-rated as appropriate, at the published rate for the academic year they are repeating.

Publication of Fees

Tuition fees are published on the RVC's website under: Home / Study / Fees and Funding / Fees as follows:

Tuition Fees for Undergraduate Students	https://www.rvc.ac.uk/study/fees-and-funding/fees#panel-tuition-fees-for-undergraduate-students
Tuition Fees for Postgraduate Taught and Research Students	https://www.rvc.ac.uk/study/fees-and-funding/fees#panel-tuition-fees-for-postgraduate-taught-and-research-students

Current students will be notified of any changes to fees once published.

ENROLMENT

New Undergraduate and Postgraduate Students

As part of the process of enrolling as a student you will need to provide us with some information:

1. Complete online pre-enrolment on RoVeR.¹⁰

¹⁰ RoVeR is the RVC's Academic Registry Information Systems Portal: <https://registry.rvc.ac.uk/>.

2. If you will be self-funding your studies, you should bring your chosen form of payment with you (please see " Ways to Pay Your Tuition Fee" information sheet) to enrolment day.
3. *Part Time Students only*: Complete the Learning Agreement. This shows the module(s) you intend to study during the year and will determine the total tuition fees due for that academic year. The cost of each module is different and depends on the number of credits for each module.
4. If not self-funding, provide evidence of how you are funding your studies by bringing one of the following documents:
 - a. *Letter from Student Loans Company [SLC] (SFE, SFW, SFNI, SAAS)* confirming your loan or proof of your application for a loan (if it hasn't been confirmed yet).
 - b. *Proof of US loan application.*
5. *Proof of sponsorship*: Where you are to be financially supported by an external organisation, the RVC **would** expect to receive, by the day of enrolment, confirmation in writing from your sponsor that they agree to pay the RVC subject to the terms and conditions set out in this policy.
- 6.

Students who opt not to apply for Student Finance support

Where a student is undertaking a programme of undergraduate or postgraduate study, they would normally attract Student Loans Company (SLC) loans or other loan schemes, but cannot take on student loans for their tuition fees or maintenance support due to religious reasons (be they Muslim and due to their interpretation of Islamic Sharia law, or of another faith where usury is prohibited), the RVC will treat the individual as a self-funder. Such students are encouraged to apply for any scholarships or bursaries for which they are eligible.

Sponsored Students

A payment schedule must be agreed between the Finance Department and the sponsor before enrolment. This will usually follow the standard instalment plan (payment in full before enrolment or payment in three equal instalments).

Students in receipt of US Federal Direct Loans

Students with Direct Loans will normally have their tuition fees taken from the loan disbursements. We will receive the loan directly, deduct the required amount for Direct tuition fees and any other agreed RVC charges and release the remainder to you from each loan disbursement.

The RVC receives the loan disbursements from the US Department of Education in US dollars (USD). These disbursements are converted into British pounds (GBP) based on the exchange rate at the time. All disbursements are made in GBP.

If the loan will not cover the full tuition fees for the academic year, the outstanding amount must be paid in full by the first instalment deadline date of the academic year, to complete enrolment. If the application for the loan has not been completed by the first instalment deadline date of an academic year, the first instalment of the Direct tuition fee (no less than 1/3) must be paid to complete enrolment.

To enable students to work out their Cost of Attendance application, a standard exchange rate is set each Spring for the forthcoming academic year. The RVC cannot be held responsible for any subsequent changes in the global financial market and the impact on currency exchange rates.

Please check the Financial Aid information on the RVC website for details of disbursements and payments taken for Direct tuition: <https://www.rvc.ac.uk/study/fees-and-funding/funding-options>

Self-Funded Students

Any fees, not paid directly to the RVC through a Student Loans Company loan, sponsorship or through the US Federal Direct Loans scheme, can be paid in the following ways:

- In full in advance or on enrolment;
- In three equal instalments (or

If you are an international student, you must be able to demonstrate sufficient funds to cover your tuition fees, (for MPhil and PhD students) research expenses (such as bench fees) and living expenses for the duration of your studies at the RVC. Evidence of this will be required by the UK immigration authorities. First year international

SECTION 5 COLLECTION OF OUTSTANDING FEES

Student Fee Liability
In accepting the offer of

SECTION 6 COURSE WITHDRAWALS

Considering Withdrawal / Interruption

If you are considering withdrawing or interrupting your studies, you should seek advice as early as possible from staff in Academic Registry and in your own academic department before making any decision. The RVC can provide information on a student's financial options before the student makes the formal decision to withdraw. Please refer to the contact details section in Appendix A.

Withdrawal

Students who withdraw their registration with the RVC up to 14 days after the Autumn Term commences or before the start of Term 2 and Term 3 will not incur a financial penalty for that Term: further details of the standard fee liability are set out in the Fee Liability Schedule in

withdrawn from that course, remains liable for the tuition fee until they formally withdraw.¹²

When an undergraduate or taught postgraduate student resumes their studies, they will be liable for the fees chargeable in that academic year. For example, a student who interrupted their studies in 2022-23 and returns in 2023-24 will pay fees at the 2023-24

Where the student loan covers only part of the tuition fees, the calculation of any refund due on the student loan funded element will be subject to US Federal Direct Loans regulations. Any refund

APPENDIX A CONTACT LIST FOR FURTHER INFORMATION

All staff who support students (including, where relevant, professional support staff outside the Academic Registry) can be contacted via the Student Centres hosted by Academic Registry at the Camden and Hawkshead campuses.

Undergraduate Fees and Bursary queries
Mrs Fola Oloyede
Student Finance Manager, Academic Registry
foloyede@rvc.ac.uk
Camden: +44 (0)20 7468 5000 Ext 5404
Hawkshead: +44 (0)1707 666 931

Postgraduate Taught Fees
Student Finance, Academic Registry
zlongstaff@rvc.ac.uk

Financial Aid / US Loans queries
Student Finance, Academic Registry
financialaidoffice@rvc.ac.uk

US Loan payments and International Fees payments
Mr Sanjay Raikundalia
Treasury Manager, Financial Accounting Team, Finance Department
studentfeepayments@rvc.ac.uk
Camden: +44 (0)20 7468 5135

General Student Finance and Funding advice (including RVC Hardship Funds)
Ms Shelley Revell
Money and Welfare Adviser, Student Advice Centre, Learning and Wellbeing Directorate
moneymatters@rvc.ac.uk
Camden: +44 (0)20 7468 5410

Accommodation Team
Accommodation@rvc.ac.uk
Hawkshead: +44 (0)1707 666 809

APPENDIX B CALCULATION OF FEES DUE AND REFUNDS ON WITHDRAWAL

Fee Liability Schedule

The RVC matches the profile used by the Student Loans Company for calculation of the fees due at the point of withdrawal. This makes the process for calculation of fees due to the RVC and any refund due to the payer more transparent. (Specific rules are mandated for US Federal Direct Loans funded students and these are outlined below.)

The cumulative fee liability schedule is shown below:

Table 1: Calculation of Fee Liability for

Fee Refund Calculation

Table 3: Calculation of Refunds Due to Self-Funders

Term	Timing of Withdrawal	A. Cumulative Fee Liability for Year (Table 1)	B. Cumulative Instalments Paid * (Table 2)	C. Cumulative Refund Due (B - A)
Autumn Term	Up to 14 days after Autumn Term commences	0%	0%	0%
	On or after 14 days after Autumn Term commences	25%	33.33%	8.33%
Spring Term	On or after the first day of Spring Term	50%	66.66%	16.66%
Summer Term	On or after the first day of Summer Term	100%	100%	0%

*Where the 1/3 of the total fee is not a round number, the RVC will clearly set out expected instalment values. The

from students in these cases if the student withdraws before 1 December.

In the case of students funded by the SAAS who withdraw up to 14 days after enrolment day or withdraw after 1 December, there will be no balance to be paid or refunded.

US Federal Direct Loans funded students

The loan entitlement for each US student is determined by a "period of study" calculation prescribed by the US Department of Education. This calculation determines whether any Direct Loan funds need to be returned to the loan provider. It is the student's responsibility to return any over-entitlement to the loan provider.

Self-Funded Students

The basis for calculation of refunds due is shown above in Table 3.

The refund to the student will be the difference between the cumulative amount due at the date of withdrawal (Column A in Table 3 above) less the cumulative payments received to date (including any refundable deposits received).

Examples of Calculations of Refunds / Amounts Due

Please note that in these examples, the annual fee quoted is for explanatory purposes only and may not be the annual fee for your specific course.

Example 1 – UK /EU Student who is Self-Funded

Where the annual tuition fee is £9,250, the student will need to make payments ranging from £3,100-£3,050 (dependent on if 1st/2nd/3rd instalment is being made) per term. If a student paying in three instalments withdraws between 14 days after Autumn Term commences and the end of the Autumn Term, they will be due a refund of £787.50 (£3,100 less £2,312.50 [25% of annual fee]).

If the student withdraws during the Spring Term, they should have paid £6,200 and the fee due would be £4,625 (50% of the annual fee) to date. The refund due would therefore be £1,575.

No refund will be due if the student withdraws during the Summer Term.

