

Miscellaneous Fees

		2014/15
Associate Student Fee	Associate Student Fee	£120
	Associate Student Fee (Validated Programmes) (provided for under the terms of formal Agreements with other Institutions)	£300
Degree certificate	Replacement Degree Certificate	£25
Graduation	Graduation ceremonial Fee	£45
	Graduation in-absentia Fee	£10
	Graduation: Applying for or switching ceremony after paperwork at print (excludes Late fee & would be for exceptional reasons only)	£55
Higher Degrees	Examination Fees for the degrees of DLitt, DMus, DSc, LLD, MD (unsupervised pre-2007 candidates) and ChM (unsupervised pre-2007 candidates). [Fees for the supervised MD and ChM will be at the standard part-time postgraduate rate]	£900
	Re-examination Fees for the degrees of DLitt, DMus, DSc, LLD, MD (unsupervised) and ChM (unsupervised). [Re-exam fees for the supervised MD and ChM will be at the standard postgraduate rate]	£450
Id card	Replacement student ID card	£10
Late fees	Late Fee (e.g not registering for a resit, applying late for graduations by the stated deadlines)	£30
Letter requests	Official Letter for registered students	£10
	Official Letter for non-registered students	£15
Postgraduate Research Students	Continuation fee - for those with an approved extension - for postgraduate research students at the end of their period of supervised study and are not being charged a tuition fee. A higher rate reinstatement charge applies in some circumstances (see below).	For Students who started pre 1 August 2014: £120 For students who started post 1 August 2014: £540

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	Reinstatement fee for postgraduate research students who are beyond their maximum period of study, or who have not been given an approved extension, but have been given approval to submit a thesis for examination. The fee is required at the time the thesis is submitted for examination.	£1,200
Re-assessment fees	Re-assessment fee per course module: online or hard-copy (cost up to £120 max)	£20
	Penalty fee for failing to apply to take resit(s) prior to attending the exam.	£50
	Re-examination fee for postgraduate research degrees	£150
Syllabus requests	Syllabus requests from students registered prior to 2003/04	£20
Transcripts	Transcripts for registered students (the cost listed is for one original). Each additional original document will cost £2).	£10
	Transcripts for non-registered students (the cost listed is for one original document). Each additional original document will cost £2).	£15
Verifications	Official Letter of Verification for registered students	£10
	Official Letter of Verification for non-registered students	£15
	Verification for bank account (first letter issued free of charge)	£10