

### Miscellaneous Fees

		2016/17
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	£35
	Certified Copies of Degree Certificates	£10 for 3; £15 for 5
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 <b>registered</b> students	£10
	Official Letter for <b>non-registered</b> students	£15
Off campus examination	Fee for sitting exam off campus (not including distance learning students)	£50
Postgraduate Research Students	<b>Continuation fee</b> - for those <b>with an approved extension</b> - 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
	<b>Reinstatement fee</b> 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 £180 max)	£30
	Penalty fee for failing to apply to take resit(s) prior to attending the exam.	£75
	Re-examination fee for postgraduate research degrees	£150

Syllabus requests	Syllabus requests from students registered prior to 2003/04	£25
Transcripts	Transcripts for <b>registered</b> students (the cost listed is for one original). Each additional original document will cost £2).	£10
	Transcripts for <b>non-registered</b> students (the cost listed is for one original document). Each additional original document will cost £2).	£15
Verifications	Official Letter of Verification for <b>registered</b> students	£10
	Official Letter of Verification for <b>non-registered</b> students	£15
	Verification for bank account (first letter issued free of charge)	£10