

TUITION FEES POLICY FOR UNDERGRADUATE STUDENTS FOR THE 2016/17 ACADEMIC YEAR

GENERAL INFORMATION

1. All students taking University courses are required annually to pay the tuition fee for their programme of study and, where applicable, any re-assessment fees.
2. Details of the tuition fees approved for each programme by the University Court for the Academic Year 2016/17 can be found here <http://www.abdn.ac.uk/infohub/finance/tuition-fees.php>
3. Tuition fees for the year become legally due at the time of Registration.
4. Students registered for less than a full session pay an appropriate part-year fee.
5. All fee rates include a composition element which entitles every student to the use of University facilities such as the Hub and the Aberdeen Sports Village.
6. In line with other universities, tuition fees are subject to annual review and the University reserves the right to routinely increase these from year to year. Students who are not on fixed fee programmes (see below*) should budget for an increase of between 5% and 9% per annum.

* Undergraduate students who are classed as Overseas for fee purposes, and who started after 1 August 2014, will have their annual tuition fee fixed at the rate for the academic year in which they started their studies.

Undergraduate students who are classed as Overseas for fee purposes who started before 1 August 2014 will have their annual tuition fee fixed at the 2014/15 fee rate.

Note, this does not apply to undergraduate students who are classed as Home/EU or RUK for fee purposes, or Overseas students on programmes that are charged on a modular basis. Such students will pay the appropriate fee rate for the academic year in which they are studying.

PART-TIME TUITION FEE RATES

The appropriate part-time rate is payable by undergraduate students:

1. who are registered in any academic year for a total of seventy five credit points or fewer, (including not more than forty five credit points in either half-session). Students taking courses totalling 76 credits or more will be charged the applicable full-time fee. The part-time tuition fee rates for 2016/17 can be found at www.abdn.ac.uk/infohub/finance/tuition-fees.php.
2. where the entire programme is charged on a modular basis. If a programme is charged on a modular basis then it will be clearly marked on the fee database table <http://www.abdn.ac.uk/infohub/finance/tuition-fees.php>

ASSOCIATE STUDENT FEE

Students who withdraw from study after 1 December in any academic year may elect to remain registered as Associate Students, without further fee, for the remainder of that academic year. They may also normally continue that registration for the immediately following academic year on payment of an Associate Student Fee (£120 for 2016/17). That fee is also payable by those admitted as

“Trainees”. Institutions offering validated programmes that lead to a University award pay a higher rate Associate Student Fee (£120 for 2016/17).

RE-ASSESSMENT FEES

1. Students registered for courses at levels 1 to 5 (undergraduate) are entitled to present for assessment once, at the first opportunity of prescribed degree assessment. Students undertaking the prescribed degree assessment for a course on a second or subsequent occasion without re-attending teaching will be required to pay a re-assessment fee of £30 per course. Further information can be found at www.abdn.ac.uk/infohub/study/reassessment.php.
2. If students fail to undertake a degree assessment for which they are a candidate, they will be liable for a re-assessment fee at any subsequent diet, except where a medical certificate or other exceptional reason explaining their absence is produced.

LATE AND PENALTY FEES

1. A late registration fee of £30 is payable by:
 - (i) students who fail to register within two weeks of their expected start date;
 - (ii) students liable to re-assessment fees who fail to register for re-assessment by the last date intimated on notices, posted throughout the University, but who do register before submitting themselves for the assessment concerned;
 - (iii) graduands wishing to graduate in person who fail to register by the last date intimated on notices posted throughout the University.
2. A penalty fee of £75 (inclusive of late registration fee) is payable by students liable for re-assessment fees who submit themselves for one or more prescribed degree or diploma assessments without having registered beforehand.

OFF CAMPUS EXAMINATIONS

Students who are given permission to undertake an examination off campus are liable for a fee of £50 per examination. This does not include students who are undertaking a course by distance learning. Such students are not required to pay additional fees for undertaking an examination off campus.

MISCELLANEOUS CHARGES

Separate charges are made for the following: graduation, late and penalty fees, transcripts or letters of certification, replacement degree certificates (which are issued only in exceptional circumstances), replacement student identity cards. Details of miscellaneous charges can be found here http://www.abdn.ac.uk/infohub/documents/Miscellaneous_Fees_2015_16.pdf

REFUNDS FOLLOWING WITHDRAWAL FROM STUDY

We strongly recommend that all students are familiar with the University's refund policy which can be found here [http://abdn.ac.uk/infohub/documents/Refund_Policy\(1\).pdf](http://abdn.ac.uk/infohub/documents/Refund_Policy(1).pdf)

FURTHER INFORMATION

Further information on the fees detailed in this leaflet or on the website may be obtained from the Registry. Information on accommodation fees may be obtained from the Student Accommodation Office (www.abdn.ac.uk/accommodation).

Visit: <http://www.abdn.ac.uk/infohub/finance/tuition-fees.php>

