

Schedule of Programme Fees*

Business Administration

Member Institution: Royal Holloway

* 'Programme Fees' mean fees payable to the University which include, where applicable, registration fees, continuing registration fees, module/course fees, dissertation fees and examination entry fees as indicated below.

2018-2019 session

The Programme Fees below refer to the 2018-2019 session only and are effective from 1 March 2018

BSc Business Administration	
Application fee (non-refundable)	£92
Registration fee	£1,342
Continuing registration fee	£474
Examination fee per course / per half course	£273 / £137
Access programme to the BSc Business Administration	
Continuing registration	£474
Examination fee per course / per half course	£273 / £137
Access transfer fee	£1,146
Other fees (where applicable)	
Administrative fee for changing course (per course)	£183
Application fee for accreditation of prior learning per course / half course	£98 / £49
Late registration fee*	£100
Fee for second and subsequent transfers between BSc Business Administration Routes**	£150

When to pay

The application fee is payable when you make your application. The closing date for applications is 1 October. If your application is successful, you will receive an offer inviting you to register.

The registration fee is payable in order to be registered with the University as a University of London Student. The closing date for initial registrations is 30 November.

The examination fee is payable when you choose to enter an examination. Examination entries are accepted from mid-December to the closing date of 1 February. Examinations take place in May or June each year. The examination fee and dates also apply if you are re-entering the examination.

The continuing registration fee is payable in the second and subsequent years of registration at the time when you complete the continuing registration task each year. The closing date for continuing registration is 1 November.

An Access transfer fee is payable if you complete the Access programme and transfer to the BSc Business Administration. In the year that you pay the Access transfer fee, no continuing registration fee is payable. The closing date for transfers from the Access programme to the BSc is 1 November.

An application fee may be payable if you wish to have prior learning considered for accreditation on the degree programme.

An examination resit fee is payable when entering for an examination to resit a previously failed course. Examination entries are accepted from mid-December to the closing date of 1 February.

*A late registration fee of £100 will be charged if payment is not received by the deadlines specified for initial or continuing registration.

**Students are permitted one free transfer between BSc Business Administration Routes. A fee of £150 will be charged for each subsequent transfer between BSc Business Administration Routes. This fee does not apply to

transfers between levels within a programme i.e. Diploma to degree, Certificate of Higher Education to Diploma of Higher Education, etc.

How to pay

Please see: <https://london.ac.uk/applications/costs-your-course/how-pay-your-fees>

Other costs

In addition to Programme Fees payable to the University, you should budget for textbooks (this may well be in the region of £300 per year if you are taking four courses in one year) and tuition costs (if studying at a teaching institution).

You should also budget for the fee charged by your local examination centre. Examination centre fees are not included within the fees set out above. This fee will vary from centre to centre and you should contact your proposed examination centre(s) for details of their fees to factor them in to the overall cost of completing the programme. You can find contact details for all our [examination centres](#). The University of London is only responsible for the examination centre fee charged at London centres. You will be charged £65 per sitting when using London examination centres.

Goods and Services Tax (GST)

On 1 July 2017 a [Goods and Services Tax \(GST\)](#) was introduced in India which applies to online services. From 1 August 2019, the [University will be required to add GST](#) at the statutory rate of 18% to its programme fees for new and continuing students resident in India.

Please note

Programme Fees are subject to annual revision and typically may be increased by up to 5% per annum.

Generally, students whose fees are paid by sponsors will be expected to correspond directly with their sponsor regarding Programme Fees. The University can provide an invoice, if needed, upon request. Materials will not be despatched and VLE access will not be available until Programme Fees have been received.

Please use the enquiries form for any questions: <http://enquiries.londoninternational.ac.uk>