



TUITION FEES and PAYMENTS 2020-21

This leaflet sets out the tuition fees payable and the various methods of payment available. It includes a Payment Registration form which is a check list of the documents you should provide us with, so that we can make your payment process as smooth as possible. More information on fees and funding can be found on the Faculty of Education website pages at www.royalacademyofdance.org/he-fees

How much do I have to pay?

1. TUITION & REGISTRATION FEES

Fees for programmes of study that commence in the academic year 2020/21 are shown below. All fees are shown per year and if you are on a part-time programme, the fee is per year of study.

FULL-TIME PROGRAMMES – NEW STUDENTS	Fee	Registration Fee
PGCE: Dance Teaching with QTS	£7,085	£120
BA (Hons) Ballet Education		
UK/EU students	£7,085	£120
International students	£12,000	£120
BA (Hons) Dance Education:		
Certificate of Higher Education Level 4	£6,550	£120
Diploma of Higher Education Level 5	£6,550	£120
BA (Hons) Dance Education Level 6	£6,550	£120
BA Dance Education Access Module	£650	-
Master of Arts in Education (Dance Teaching) Access Module	£650	-
Foundation Module (to access undergraduate study)	£2,000	£120
Licentiate of the Royal Academy of Dance	£1,730	£120
Professional Dancers' Teaching Diploma	£7,040	£120
Professional Dancers' Postgraduate Teaching Certificate (Berlin)	€7,345	€132
Professional Dancers' Postgraduate Teaching Certificate (Sydney)	\$9,900	£120
PART-TIME PROGRAMMES – NEW STUDENTS		
Master of Arts in Education (Dance Teaching) (Yr 1)	£3,500	£120
Postgraduate Diploma in Education (Dance Teaching) (Yr 1)	£2,625	£120
Postgraduate Certificate in Education (Dance Teaching) (Yr 1)	£1,750	£120
BA (Hons) Dance Education:		
Certificate of Higher Education Level 4 (Yr 1)	£3,275	£120
Diploma of Higher Education Level 5 (Yr 1)	£3,275	£120
BA (Hons) Dance Education Level 6 (Yr 1)	£3,275	£120
Diploma in Dance Teaching Studies (Yr 1)	£3,060	£120
Certificate in Ballet Teaching Studies (Yr 1)	£3,060	£120
RAD Access Route – Boston Conservatory at Berklee	\$3,600	£120
RAD Access Route – Hong Kong Academy for Performing Art	\$16,500	£120
RAD Access Route – Queensland University of Technology	\$4,900	£120
RAD Access Route – Ballet West	£2,400	£120
RAD Access Route – Preston College	£2,000	£120

2. INVOICES

Students will receive one invoice for the whole year of study and this will show the total tuition fees payable. An invoice is not a payment schedule and will not indicate payment instalments. It is the student's responsibility to choose a method of payment that suits their financial needs and the programmes terms and conditions.

Unless you have told us and provided evidence that a third party will be paying some or all of the fees on your behalf, we will invoice you for the full amount of fees due and you will remain responsible for payment. Students will be liable for all tuition fees, even if a third party is paying part or the full amount.

Student Loan Company

It is the responsibility of the student to apply to the Student Finance England (SFE) and its regional equivalents for assistance, not the Royal Academy of Dance (RAD). Students who have been approved for a Loan through Student Finance must provide evidence to the Finance Department of the amount of tuition fees to be covered by Student Finance. The student will remain responsible for the payment of the Tuition Fees until such time as the Finance Department has received confirmation from the student that the Student Loans Company (SLC) will be paying it on behalf of SFE and that payment has been received. If your Student Finance loan only covers a portion of your fees, you will need to make arrangements to pay the difference directly to the Academy.

Dancers' Career Development Grant

Students whose fees are being provided for by Dancers' Career Development must provide evidence of the amount of fees to be covered by the grant. If your grant only covers a portion of your fees, you will need to make arrangements to pay the difference; however, the student will remain responsible for payment of all fees due until such time the Dancers' Career Development grant has been confirmed in writing and received by the RAD. Any payments received from the student in excess of that paid by the loan will be refunded to the original payer.

Sponsorship or educational grants

If you are being sponsored by an organisation or trust, then you must provide a letter from them confirming the sponsorship and how they wish to be invoiced. The letter from your sponsor must indicate the amount they are paying, the programme of study, how long the sponsorship or grant will last, and your name. If the amount for subsequent years is not quantified in the initial letter, you must provide a similar letter in subsequent years. Please be aware that if your sponsor withdraws your funding you will become personally liable for the payment of any outstanding fees.

If you believe you have been charged the wrong tuition fees or have any questions regarding student finance, please contact the Student Records and Awards Officer in the Faculty of Education on +44 (0) 20 7326 8042 or email faculty@rad.org.uk.

What happens if I fail to pay my tuition fees?

3. STATEMENTS

The Finance Department will send out statements showing amounts due. This statement is a reminder of the tuition fees that you still have to pay. If your bank or credit card company has refused a payment, we will notify you.

If you do not pay your tuition fees by the due dates for payment, this may mean your access to facilities and access to materials online will be withdrawn and you will be recorded as a debtor by the Royal Academy of Dance.

The Faculty of Education reserves the right to suspend students who are in arrears on their fee payments from attendance or online access and cancel their registration.

If you have a concern about any payments you have made, please contact the Finance Department.

How can I pay?

4. METHODS OF PAYMENT

You may choose one of the following methods:

By Standing Order

You can pay your annual fees by standing order. You will need to set up the standing order from your bank account with the specified amount and due date of payments as stated in Section 5 and inform the Finance Department once this has been arranged.

By Credit/Debit card (single authority)

You may pay by Credit/Debit card. You must pay by single authority each time you need to pay, depending on your programme of study. Please telephone the Finance Department to make payment.

By Cheque

You may pay your fees by £sterling cheque drawn on a UK bank account or by sterling bank draft. You can pay for the full year or in instalments as outlined in the terms and conditions for each term of the programme as it becomes due. All payments should be in £sterling and made payable to "Royal Academy of Dance". Please print your name, account reference **which will be on your invoice** and your Invoice Number on the back of the cheque.

By Bank Transfer

You may pay by transferring fees directly from your own bank account to the Academy's bank account. All charges must be borne by the transferor. Please ensure that your name (not the transferor if different from yours), the account reference **which will be on your invoice** and your Invoice Number is given to the bank to ensure we can identify the payment. Failure to do so can result in your payment remaining unidentified and your fees considered being outstanding.

Bank Details

Bank: HSBC Bank PLC

Branch: 31 Holborn Circus, London EC1N 2HR

Account Name: Royal Academy of Dance

For sterling transfers:

Bank Account No: 90055948

Sort Code: 40-11-58

Swift Code: HBUKGB4194P

IBAN: GB48HBUK40115890055948

For Euro transfers:

Bank Account No: 57596782
Sort Code: 40-12-76
BIC: HBUKGB4B
Branch: HBUKGB41CM1
IBAN: GB59HBUK40127657596782

FINANCE DEPARTMENT**Address:**

Finance Department
Royal Academy of Dance
36 Battersea Square
London
SW11 3RA
United Kingdom

Contact details:

Telephone: +44 (0) 20 7326 8018, 8926, 8904
Email: finance@rad.org.uk

Hours of Operation:

10:00hrs – 18:00hrs Monday – Thursday (UK time)
10:00hrs – 17:30hrs Friday (UK time)

When do I have to pay the tuition fee?

5. FREQUENCY OF PAYMENT

All tuition fees are due by specified dates. These differ according to the type of programme of study and the fee due. These are shown below. **The payment of fees can affect the delivery of modules or access to your materials online.** The complete financial terms and conditions can be found on www.royalacademyofdance.org/he-fees

FULL TIME PROGRAMMES	Annual Fee		Due by	Due by	Due by
PGCE: Dance Teaching (with QTS)	£7,085	Payable in three instalments	Aug 16 th	Jan 1 st	Mar 1 st
BA (Hons) Ballet Education					
UK/EU students – Level 4*	£7,085	Payable in three instalments	Sept 1 st	Jan 1 st	Mar 1 st
International students – Level 4*	£12,000	Payable in three instalments	Sept 1 st	Jan 1 st	Mar 1 st
BA (Hons) Dance Education					
Certificate of Higher Education Level 4 *	£6,550	Payable in three instalments	Sept 1 st	Jan 1 st	Mar 1 st
Diploma of Higher Education Level 5 *	£6,550	Payable in three instalments	Sept 1 st	Jan 1 st	Mar 1 st
BA (Hons) Dance Education Level 6 *	£6,550	Payable in three instalments	Sept 1 st	Jan 1 st	Mar 1 st
BA Dance Education Access Module	£650	Payable prior to start of module	Dec 1 st		
Master of Arts in Education (Dance Teaching) Access Module	£650	Payable prior to start of module	Dec 1 st		
Foundation Module*	£2,000	Payable prior to start of module			Mar 1 st
Licentiate of the Royal Academy of Dance*	£1,730	Payable prior to start of programme	May 1 st		
Professional Dancers' Teaching Diploma*	£7,040	Payable prior to start of programme	May 1 st		
Professional Dancers' Postgraduate Teaching Certificate (Berlin)*	€7,345	Contact the RAD German office for further details – if running			
Professional Dancers' Postgraduate Teaching Certificate (Sydney)*	\$9,900	Contact the RAD Australia office for further details - if running			
PART TIME PROGRAMMES					
Master of Arts in Education (Dance Teaching)*/**	£3,500	Payable in three instalments	Aug 14 th	Jan 1 st	Apr 1 st
Postgraduate Diploma in Education (Dance Teaching)*/**	£2,625	Payable in three instalments	Aug 14 th	Jan 1 st	Apr 1 st
Postgraduate Certificate in Education (Dance Teaching)*/**	£1,750	Payable in three instalments	Aug 14 th	Jan 1 st	Apr 1 st
BA (Hons) Dance Education	Yr 1 Fee				
Certificate of Higher Education Level 4*	£6,550	Payable in three instalments	Sept 1 st	Jan 1 st	Mar 1 st
Diploma of Higher Education Level 5*	£6,550	Payable in three instalments	Sept 1 st	Jan 1 st	Mar 1 st
BA (Hons) Dance Education Level 6*	£6,550	Payable in three instalments	Sept 1 st	Jan 1 st	Mar 1 st
	Yr 1 Fee				
Diploma in Dance Teaching Studies*	£3,060	Payable in two instalments	Dec 1 st	April 1 st	
Certificate in Ballet Teaching Studies*	£3,060	Payable in two instalments	Dec 1 st	April 1 st	

RAD Access Route – Boston Conservatory at Berklee***	\$3,600	Payable in three instalments	May 1 st	Nov 1 st	Apr 1 st
RAD Access Route – Hong Kong Academy for Performing Art***	\$16,500	Payable in three instalments	May 1 st	Nov 1 st	Apr 1 st
RAD Access Route – Queensland University of Technology***	\$4,900	Payable in three instalments	May 1 st	Nov 1 st	Apr 1 st
RAD Access Route – Ballet West***	£2,400	Payable in three instalments	Dec 1 st	May 1 st	Dec 1 st
RAD Access Route – Preston College***	£2,000	Payable in three instalments	May 1 st	Nov 1 st	May 1 st

* A Registration fee of £120 will be collected at offer stage.

** MA in Education can be studied over two or three years, so payment amounts will depend on length of study. Year 1 will be 50% of the fee and the Year 2 fee will be divided into two payments if studying over three years.

***RAD Access Route – Payment 1 will be 50% of the fee and payments 2&3 will be 25% of the fee.

Please note: Students will be required to fund additional items such as placement travel, dance equipment, syllabus materials etc throughout the duration of their programme and costs will vary by programme. Each programme has a listing of typical costs at www.royalacademyofdance.org/he-fees

6. PAYMENT BY CREDIT / DEBIT CARD

You can pay your fees by Credit/Debit card if you have a valid card with sufficient funds available and you will need to telephone the Finance Department to make payment – See page 4. Please ensure you give your own name if different from the Cardholder. If you need a receipt you must ask the Finance Department.

PAYMENT REGISTRATION FORM

All students should complete the Payment Registration Form and send it with any payments, forms / authorisations and evidence of third party funding to the Finance Department at the Royal Academy of Dance, 36 Battersea Square, London, SW11 3RA, United Kingdom

Full Name: _____

Correspondence Address: _____

Daytime tel no: _____ Email Address: _____

My current programme of study is:

Name of programme: _____

Year of enrolment: _____ Mode of study: Part time Full time

Tuition Fees (Please indicate how you wish to pay your tuition fees by completing the sections below)

If you are funding yourself:

- I have arranged to pay by standing order and attach a copy of the confirmed standing order arrangement.
- I will be responsible for paying my fees in accordance with the closing dates and enclose a cheque / cash for £ _____ made out to the Royal Academy of Dance.
- I have arranged to pay by bank transfer and attach a copy of the bank transfer

If a third party is funding you or assisting in funding you:

- £ _____ of my fees are being paid by _____
- I attach a Letter of Confirmation/Memorandum of Understanding/Grant Confirmation confirming this. I understand that if this is not received, I will remain responsible for the amount due and will be invoiced accordingly.
- I will be responsible for paying the balance of my fees in accordance with the closing dates and enclose a cheque / cash for £ _____ made out to the Royal Academy of Dance.

Signature: _____

Date: _____

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