

NWSCITT Payment of Fees Policy

Adopted: April 2018

Review Date: January 2023

Date of next review: 24 months

Committee Reviewed: NWSCITT Management Board

Date Ratified: 23 May 2023

Our Vision is to produce outstanding teachers who will ensure their students, whatever their starting point, thrive in all aspects of education. Our trainee teachers will value developing the whole person equally to the achievement of academic success.

North Wiltshire SCITT is part of Ascend Learning Trust (formerly known as Royal Wootton Bassett Academy Trust.)

Tuition Fee

The Tuition fee for 2022-2023 and 2023-2024 is £9250.00

Payment Methods

Trainees may pay in one of three ways:

Options	Description
Private Funding – 3 instalments	<ul style="list-style-type: none"> • First payment: £2312.50 by 1 October • Second payment: £2312.50 by 1 February • Third payment: £4625.00 by 1 May <p>The payment dates relate to the months within the academic year of study.</p>
Private Funding – monthly instalments	<ul style="list-style-type: none"> • 8 x monthly payments during their course programme on 1st of each month from October – May of £1156.25
Tuition Fee Loan	<ul style="list-style-type: none"> • Apply to Student Finance England for a deferment of programme fees <p>Those paying by student loan should forward a copy of their letter of Student Finance entitlement to NWSCITT prior to the start of the programme.</p>

Trainees who are self-funding their tuition fees will be issued with an invoice by Ascend Learning Trust.

North Wiltshire SCITT is committed to effectively managing payment of tuition fees and following the process of quality assurance, will monitor and evaluate the effectiveness of its procedures.

Student Finance Tuition Fee Loan

If paying by Student Finance Tuition Fee Loan, the trainee must ensure that the programme provider is named as North Wiltshire SCITT (Provider Code 24u). This also applies to trainees on School Direct training routes.

Trainees will be required to provide NWSCITT with confirmation of their eligibility to receive Student Finance.

If the trainee is in receipt of a Student Finance Tuition Fee Loan, the trainee shall remain personally responsible for the balance of the programme fees in the event that Student Finance England fails to pay the contribution to North Wiltshire SCITT. If the trainee has applied for a tuition fee loan but has not received confirmation from Student Finance England by 1st October of academic year of study, they will be expected to pay Payment 1 to Ascend Learning Trust, to secure their place on the programme. Upon receipt of the tuition loan payment from Student Finance England, Ascend Learning Trust will reimburse the trainee any monies paid by the trainee in respect of their tuition fee.

If confirmation is not received by NWSCITT before Payment 2 is due (1 February) the trainee will be responsible for this payment also. This also applies to Payment 3 (1 May.) Failure to meet these deadlines will result in the trainee's suspension from the programme.

Withdrawal from the Programme

Trainees who withdraw from the programme before completion or fail to complete for any other reason, are liable for the programme fees and are not entitled to a refund.

Should a trainee withdraw between 31 August and 31 December of the academic year of study, they will be liable for £4625.00 of tuition fees, payable to Ascend Learning Trust.

Should a trainee withdraw after 1 January of your academic year of study, they will be liable for £9250.00, payable to Ascend Learning Trust.

If paying by Student Finance, Student Finance England will only agree to pay the amount for the term the trainee has been marked in attendance for. That is: If a trainee withdraws between September – 31 December, Student Finance England will only agree to pay a total of £2312.50, however, as per the trainee contact, they trainee will still be liable to pay £4625.00. The outstanding fee liability will therefore need to be self-funded.

If the trainee withdraws between 1 January and Easter, Student Finance England will only agree to pay a total of £4625 tuition fee. However, as per the trainee contract, the trainee will still be liable for the full programme fees. The final £4625 payment will therefore need to be self-funded. If the trainee withdraws after Easter and are marked in attendance on the programme, Student Finance England will pay the full programme fees (£9250).

Upon withdrawal from the programme, any fee liability associated with a trainee will be referred to the Ascend Learning Trust Chief Finance Officer. Ascend Learning Trust reserves the right to obtain legal representation and recoup funds using a small claims court / debt collection agency if necessary.

Bursary and Scholarship Payments

As per the ITT Bursaries Funding Manual, any training bursary or scholarship payments made by the Teacher Regulation Agency will be paid monthly by North Wiltshire SCITT/ Ascend Learning Trust to trainees, with payments reaching their bank accounts by the 10th of each month from October to July in the academic year of study.

To be eligible to receive these payments, trainees must hold the relevant degree qualifications and classification, be eligible to work in the UK and receive Student Finance. Trainees do not need to accept the offer of Student Finance, but NWSCITT will require proof of eligibility of entitlement to receive Student Finance prior to commencement of the programme.