

Centre fee structure

Centre Administration Fees	Cost
Centre recognition for new centres (including 1 qualification approval)	£2,500
Centre satellite recognition approval	£600
Annual centre fee	£600
Satellite annual fee	£600
New qualification approval	£750
Additional visit (half day)	£400

Registration fees – (includes certification fee)		
Award	Certificate	Diploma
£40	£100	£200

Certification fees	Cost
Replacement and duplicate certificates (full and unit)	£35

Examinations	Cost
External practical examinations	£220
Online examinations (per test)	£29
Late entry (additional fee)	£45

Appeals	Cost
Assessment enquiry and/or appeal*	£25
Independent (external) review	£450
*One fee only payable when enquiry leads to subsequent appeal. Appeal and review fees refundable where an appeal/review is successful.	

Postage and Packaging
There is no additional charge for the issue of certificates in the UK. An additional charge will be required for postage outside the UK (at the standard packaging rates at the time of dispatch)

Customised and Partnership qualifications
For information on partnership & customised qualification development please contact us.

VAT is chargeable to clients who are not recognised exempt bodies.
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