



FEE GUIDANCE 2023/24

WM College receives Government funding/subsidy for the delivery of courses where learners attending are “ordinarily resident” in the UK.

Ordinarily resident means you already have the legal right to be resident in the UK and, in some cases, you will need to have lived in the UK for the last three years. If you can show us evidence that you are considered to be a legal resident of the UK, we can charge you “home fees”.

If you do not meet any criteria above, you will be charged international fees which is £12.50 per hour of study. Hours for each course vary so the total international fee will be calculated at enrolment.

There are some additional discounts on our home fees, which are detailed below.

Courses that Lead to a Qualification

Maths and English Courses including Multiply

If you have not achieved a GCSE maths or English grade 4/grade C or higher, there will be no fee.

If you have already have a grade 4/grade C, and wish to improve that grade, you will need to pay up to £811 for your course.

Other Subjects up to Level 2

Dependent on your employment status or household income, you could be entitled to up to a 100% reduction in the fee for your course. This is shown as the “concession fee” in the course guide and on the website. Evidence of your household income must be dated within the last 3 months, and produced at enrolment, otherwise the full fee will need to be charged.

If you do not meet the criteria to qualify for a fee reduction, you will need to pay the course fee shown in the course guide. This fee is set to reflect the length and nature of the course and includes a cost for materials for courses with particularly expensive materials or consumables. Where additional materials may be purchased it will be indicated in the course guide and on the website.

Level 3 Courses

Dependent on your age, employment status and previous qualifications, you may be entitled to 100% reduction in fees.

Evidence of how you meet the criteria must be produced at enrolment, otherwise a fee will need to be charged.

For some qualifying courses, you may be able to apply for a non means tested loan called an Advanced Learner Loan provided by Student Finance England. For these courses, no other discounts can be applied. Details will be provided with your offer of a place on your course. More information is available in the course guide and on the Fees & Finance page of the website.

Other Courses

These are mainly short courses and do not have any exam or formal assessment at the end.

The fee for these courses is shown in the course guide and is set to reflect the length and nature of the course and includes a cost for materials for courses with particularly expensive materials or consumables. Where additional materials need to be purchased it will be indicated in the course guide and on the website.

Dependent on your employment status or household income, you could be entitled to a 50% reduction in the fee for weekday courses. This is shown as the “concession fee” in the course guide. Evidence of your household income must be provided and be dated within the last 3 months, and produced at enrolment, otherwise the full fee will need to be charged.

Further Financial Support for Learners

WM College is committed to making learning accessible to everyone and is determined that finance should not be a barrier to participation in learning. A range of support measures is therefore put in place to provide financial help to learners.

College Fee Support (CFS)

This fund is provided by the College and supports learners who wish to continue learning and do not qualify for any other concession or fee reduction whose household income is under £26,000.

Early Enrolment Discount

For enrolments made and paid in full before Saturday 9th September 2023 a 10% early enrolment discount will be applied. This discount cannot be applied in conjunction with any other reduction of fees.

Payment by Instalments

Where an individual course fee, or the total of multiple courses enrolled at the same time, comes to £250 or more, payment may be spread over up to 6 monthly instalments. The exact number of instalments and value of each is determined by the length of the course as the final instalment must be paid before the end of the course.

There is no interest or administration charge applied to instalment plans, but payment must be by direct debit from a UK bank account and learners applying to pay by instalments must complete and sign a direct debit form at the time of enrolment.

All direct debit arrangements will be operated in accordance with the Direct Debit Guarantee scheme.

Refunds

In the event of a course cancellation, all fees paid by learners will be refunded.

If you choose to withdraw from a course on which you have enrolled, two weeks or more before the date of the first scheduled class, then any fees paid by you will be refunded, subject to deduction of a £15 administration fee.

If you choose to withdraw from a course on which you have enrolled less than two weeks before the date of the first scheduled class, then you will be able to claim a refund of 50% of the fees paid or due for the course, subject to a minimum retention by the College of £15. If you enrol less than two weeks before the start of a course and withdraw before the course starts, these terms apply.

If you choose to withdraw from a course on or after the date of the first class, then no refund will be made under any circumstances, and you will also remain liable for all fees assessed but not yet paid. It is a condition of your enrolment that you agree to this refund policy and your signature on your learning agreement is evidence of such agreement.

Refunds are made by bank transfer and will be processed on receipt of bank details provided by the learners. Learners may provide their bank details by a secure online method or by completing our bank details form at our Reception desks. It is the learner's responsibility to ensure the College has this information so prompt payment can be made.

If you are entitled to receive a refund from the college, the process must be completed before 31st July each academic year. This includes receipt of current bank details.

Course Transfers

If a course transfer is possible, the fees from your original course will be transferred. If the new course has higher fees, you must pay the balance in full (or a new instalment plan agreed) before the transfer can be completed. No refund will be available if the new course has lower fees.

Need more help?

If you are uncertain about the level of your course or which of the above categories relate to you, please contact our Learner Services Team who will be very happy to help you. They can be contacted via online chat on our website (wmcollege.ac.uk) by email at learnerservices@wmcollege.ac.uk or by telephone on 020 7255 4700. They are available for a face-to-face conversation at our Receptions during opening hours.