

# ROYAL ACADEMY OF DANCE

## TUITION FEES and PAYMENTS 2023-24

This leaflet sets out the tuition fees payable for programmes starting academic year 2023 and calendar year 2024 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](http://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 2023/24 are shown below. All fees are shown per year and if you are on a part-time programme, the fee is per level of study.

##### **FULL-TIME PROGRAMMES – NEW STUDENTS**

	<b>Fee</b>	<b>Registration Fee</b>
PGCE: Dance Teaching with QTS	£7,665	£120
BA (Hons) Ballet Education		
Home Fee Students	£7,665	£120
International Fee Students	£9,955	£120
BA (Hons) Dance Education:		
Certificate of Higher Education Level 4	£7,080	£120
Diploma of Higher Education Level 5	£7,080	£120
BA (Hons) Dance Education Level 6	£7,080	£120
BA Dance Education Access Module	£700	-
Master of Arts in Education (Dance Teaching) Access Module	£700	-
Foundation Module (to access undergraduate study)	£2,150	£120
Licentiate of the Royal Academy of Dance - External	£1,965	£120
Professional Dancers' Graduate Teaching Diploma (UK)	£6,000	£120
Professional Dancers' Graduate Teaching Diploma (Australia)	\$11,500	£120

##### **PART-TIME PROGRAMMES – NEW STUDENTS**

Master of Arts in Education (Dance Teaching) (Yr 1)	£4,000	£120
Postgraduate Diploma in Education (Dance Teaching) (Yr 1)	£3,000	£120
Postgraduate Certificate in Education (Dance Teaching) (Yr 1)	£2,000	£120
BA (Hons) Dance Education:		
Certificate of Higher Education Level 4 (Yr 1)	£3,540	£120
Diploma of Higher Education Level 5 (Yr 1)	£3,540	£120
BA (Hons) Dance Education Level 6 (Yr 1)	£3,540	£120
Certificate in Dance Teaching (Ballet) (Yr 1)	£2,675	£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](mailto: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 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  
188 York Road  
London  
SW11 3JZ  
United Kingdom

**Contact details:**

Telephone: +44 (0)20 7326 8018, 8926, 8904

Email: [finance@rad.org.uk](mailto: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](http://www.royalacademyofdance.org/he-fees)

<b>FULL TIME PROGRAMMES</b>	<b>Annual Fee</b>		<b>Due by</b>	<b>Due by</b>	<b>Due by</b>
<b>PGCE: Dance Teaching (with QTS)</b>	£7,665	Payable in three instalments	Aug 11 <sup>th</sup>	Jan 1 <sup>st</sup>	Mar 1 <sup>st</sup>
<b>BA (Hons) Ballet Education</b>					
Home Fee students – Level 4*	£7,665	Payable in three instalments	Sept 1 <sup>st</sup>	Jan 1 <sup>st</sup>	Mar 1 <sup>st</sup>
International Fee students – Level 4*	£9,955	Payable in three instalments	Sept 1 <sup>st</sup>	Jan 1 <sup>st</sup>	Mar 1 <sup>st</sup>
<b>BA (Hons) Dance Education</b>					
Certificate of Higher Education Level 4 *	£7,080	Payable in three instalments	Sept 1 <sup>st</sup>	Jan 1 <sup>st</sup>	Mar 1 <sup>st</sup>
Diploma of Higher Education Level 5 *	£7,080	Payable in three instalments	Sept 1 <sup>st</sup>	Jan 1 <sup>st</sup>	Mar 1 <sup>st</sup>
BA (Hons) Dance Education Level 6 *	£7,080	Payable in three instalments	Sept 1 <sup>st</sup>	Jan 1 <sup>st</sup>	Mar 1 <sup>st</sup>
BA Dance Education Access Module	£700	Payable prior to start of module	Dec 1 <sup>st</sup>		
<b>Master of Arts in Education (Dance Teaching) Access Module</b>	£700	Payable prior to start of module	Dec 1 <sup>st</sup>		
<b>Foundation Module*</b>	£2,150	Payable prior to start of module			Mar 1 <sup>st</sup>
<b>Licentiate of the Royal Academy of Dance*</b>	£1,965	Payable prior to start of programme	May 1 <sup>st</sup>		
<b>Professional Dancers' Graduate Teaching Diploma (London)*</b>	£6,000	Payable in two instalments	Jan 3 <sup>rd</sup>	Jun 1 <sup>st</sup>	
<b>Professional Dancers' Graduate Teaching Diploma (Sydney)*</b>	\$11,500	Contact RAD Australia office for further details			
<b>PART TIME PROGRAMMES</b>					
<b>Master of Arts in Education (Dance Teaching)*/**</b>	£4,000	Payable in three instalments	Aug 11 <sup>th</sup>	Jan 1 <sup>st</sup>	Apr 1 <sup>st</sup>
Postgraduate Diploma in Education (Dance Teaching)*/**	£3,000	Payable in three instalments	Aug 11 <sup>th</sup>	Jan 1 <sup>st</sup>	Apr 1 <sup>st</sup>
Postgraduate Certificate in Education (Dance Teaching)*/**	£2,000	Payable in three instalments	Aug 11 <sup>th</sup>	Jan 1 <sup>st</sup>	Apr 1 <sup>st</sup>
<b>BA (Hons) Dance Education</b>	<b>Yr1 Fee</b>				
Certificate of Higher Education Level 4*	£7,080	Payable in three instalments	Sept 1 <sup>st</sup>	Jan 1 <sup>st</sup>	Mar 1 <sup>st</sup>
Diploma of Higher Education Level 5*	£7,080	Payable in three instalments	Sept 1 <sup>st</sup>	Jan 1 <sup>st</sup>	Mar 1 <sup>st</sup>
BA (Hons) Dance Education Level 6*	£7,080	Payable in three instalments	Sept 1 <sup>st</sup>	Jan 1 <sup>st</sup>	Mar 1 <sup>st</sup>
	<b>Yr1 Fee</b>				
<b>Certificate in Dance Teaching (Ballet)*/***</b>	£2,675	Payable in three instalments	Dec 1 <sup>st</sup>	April 1 <sup>st</sup>	July 1 <sup>st</sup>

\* 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.

\*\*\*CDT – 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](http://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, 188 York Road, London, SW11 3JZ, 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:** \_\_\_\_\_

**FORM PR**