

## Paying Fees

All students paying their own fees will be expected to pay in full if the course is 10 weeks or less otherwise they will be required to make a £100 contribution to the enrolment fee at the time they enrol, or the full balance if this is less than £100. Please note that if no fees are payable on your course, you will not be expected to make a payment at enrolment.

You can:

- Pay total fee at enrolment - you can pay by credit/debit card or cheque
  - Make an initial payment, and then pay the balance within two weeks
  - Make an initial payment, and then pay the remaining balance by direct debit instalments. Visit [wmc.ac.uk/financial-support](http://wmc.ac.uk/financial-support) for details of instalments.
- (Failure to meet a direct debit instalment will result in the full balance of fees becoming due immediately.)

Students whose fees are sponsored by employers, Student Loans Company, agents, local authorities or other organisations must provide written evidence of this at enrolment. The written evidence (e.g. letter) must contain contact details of who will pay the fees, and the address to which the invoice will be sent. In the absence of this evidence, the enrolling student will be liable for fees. When an employer or other agency agrees to pay these fees, they become liable for them in full.

## Non-Payments of fees:

Once your enrolment has been processed you are liable for any fees and payment will be expected. In the event that the college cancels your course, any monies paid will be refunded.

The following sanctions may be applied to students who do not pay their fees:

- Restricted access to college facilities e.g. college IT network or Learning Resource Centres
- Future enrolment on Wirral Met College courses refused
- Legal action to recover outstanding debt
- Withdrawal from the course
- Refused entry to exams

Once outstanding debts have been referred to our debt collection agency, an administration charge of 16% is applied and any right of appeal against the debt is forfeited.

## Examination and registration fees:

If you do not attend an examination for which the college has paid examination/registration fees on your behalf, the college may invoice you for the cost of the examination.

## Additional costs:

It may be necessary for you to pay for other costs e.g. overalls, protective clothing, specialist equipment or residential fees.

## Our refund policy is as follows:

Fees are payable in full for any college term where the student has attended one or more sessions.

Refund requests supported by a medical certificate will be treated on a case by case basis and should be sent to:

The Fee Appeals Unit, Wirral Met College,  
Wirral Waters Campus, Tower Road,  
Birkenhead, CH41 1AA



Content correct at July 2020

Wirral Met College



Wirral Met College

# Fees & Discounts 2020-21

Please note: This information may be updated for the academic year 2020-2021, should funding stipulations change.



METROMAYOR  
LIVERPOOL CITY REGION



[wmc.ac.uk](http://wmc.ac.uk)

0151 551 7777

# Check here to see if you are eligible for a discount on your fees

Our fees at Wirral Met College include tuition and examination fees unless otherwise stated. This leaflet applies only to classroom based learning. *Please note that overseas students should contact Student Services for information on fees as this leaflet may not apply.*

All students aged 16-18 studying a full-time study programme will have no fees to pay. You may also get some help with travel and other costs. Information is available from Student Services (0151 551 7777) or at [wmc.ac.uk/financial-support](http://wmc.ac.uk/financial-support). Funding for students aged 16-18 is provided by the Education and Skills Funding Agency (ESFA). The ESFA is also a co-financing organisation and uses European Social Funds from the European Union to finance some learning activities. For students aged 19+, funding is provided by the Liverpool City Region (LCR) Combined Authority's (CA) Adult Education Budget. This leaflet does not apply to Higher Education (HE) students studying courses funded by the Office for Students (OFS) or courses designated as full cost. Students aged 19-24 with an Education Health Care Plan at the start of their course will not pay fees for the duration of the course.

If the following criteria applies to you and the appropriate evidence is supplied, your tuition and examination fees will be provided to you free of charge:

Age Criteria	Qualification Level	Additional Criteria	Evidence Required
Aged 16, 17 or 18 on 31/08/20 for 20/21 courses or aged 18 on 31/08/2019 for continuing 19/20 courses	Any ESFA funded course	None	Accepted proof of identity and signed self-declaration
Aged 19, 20, 21, 22 or 23 at the start of your course	Entry level, level 1 or <b>full level 2*</b>	Have <b>not</b> already achieved a <b>full</b> level 2 qualification or above	Accepted proof of identity and signed self-declaration
Aged 19, 20, 21, 22 or 23 at the start of your course	Entry level, level 1 or any level 2 qualification*	Have already <b>achieved</b> a full level 2 or above qualification <b>and</b> Unemployed and in receipt of eligible benefits <sup>†</sup> <b>or</b> Earning less than £18,135 annual gross salary	Accepted proof of identity <b>and</b> signed self-declaration  Wage slip dated in the last 3 months
Aged 19, 20, 21, 22 or 23 at the start of your course	<b>Full level 3 or 4*</b>	Have <b>not</b> already achieved a <b>full</b> level 3 qualification	Accepted proof of identity and signed self-declaration
Aged 24 or over	Entry level, level 1 or any level 2*	Unemployed and in receipt of eligible benefits <sup>†</sup> <b>or</b> Earning less than £18,135 annual gross salary	Accepted proof of identity <b>and</b> : signed self-declaration Wage slip dated in the last 3 months
Aged 19 or over	English and / or maths up to level 2 (GCSE or Functional Skills)*	Have <b>not</b> already achieved A* - C (or grade 4 and above) at GCSE	Accepted proof of identity and signed self-declaration
Aged 19 or over	ESOL qualification up to and including level 2*	Unemployed and in receipt of eligible benefits <sup>†</sup> <b>or</b> Earning less than £18,135 annual gross salary	Accepted proof of identity <b>and</b> : signed self-declaration Wage slip dated in the last 3 months

\*Funded by the Liverpool City Region (LCR) Combined Authority's (CA) Adult Education Budget

<sup>†</sup>Eligible benefits are: Jobseeker's Allowance, Housing Benefit, Council Tax Benefit, Employment and Support Allowance, Universal Credit, Income Support or Working Tax Credit (earning less than £4,056 per annum). This may also include individuals released on temporary licence (ROTL). Sourced: AEB funding rules V1, May 2020.

If you do not fall into one of the above criteria you will need to pay towards your course. Advanced Learner Loans are available through the Student Loans Company (SLC) for students aged 19 and above who have fees to pay on eligible courses. Household income is not taken into account and there are no credit checks. Further details are available on the SLC website, visit [www.gov.uk/advanced-learning-loan](http://www.gov.uk/advanced-learning-loan). Accepted proof of identity includes: debit/credit card, NI card or letter, driving licence, photo ID card / national ID, passport and proof of eligibility to benefits.