

## **Introduction**

1. Craven College provides a small number of directly funded full-time higher education courses, currently charging the basic tuition fee. The Widening Participation Strategy submitted to HEFCE in June 2009 states that the 'tuition fee remains at the standard rate as we are aware that the threat of debt is a key barrier to the uptake of higher education'. This fee policy has been reviewed in the light of the financial support available to full and part-time HE students. The intention is to improve methods of communication to reduce concerns regarding student debt. The college intends to introduce higher fees from September 2011 for new intakes should this Access Agreement be accepted. This Access Agreement is written to be compatible with the Widening Participation Strategy and collectively these documents provide details of how Craven College supports and promotes access for all. The Access Agreement reflects the requirement to cover the institutional costs set by the awarding organisations to register the student on the award they study.

## **Mission, management and culture**

2. The college's view of higher education is that it encompasses all provision at levels 4 and above and there is clear strategy for higher education which has been submitted to HEFCE. Higher Education at Craven College is managed across college by the HE Development Manager in liaison with the Divisional Managers of the relevant sectors and under the structure of the Craven College HE Scheme. Within this structure new courses are developed, monitored, and quality of student experience is enhanced; staff and students are supported; and new methods of widening participation are agreed. Overall responsibility lies with the Director of Curriculum, one of the college's three Senior Curriculum Managers.

## **Strategic Objectives**

3. The overall Widening Participation aim is to attract those unlikely or/and unable to pursue the traditional (university) route into higher education, and encompasses higher education in its broadest definition i.e. all courses at levels 4 and above including degrees, higher nationals, professional courses and bespoke delivery. Key objectives focus on Curriculum; Partnerships; Raising Awareness and Recruitment. For details, please see the HE Strategy and the Widening Participation Strategy.

## **Tuition Fees**

4. The following refers to full-time undergraduate study only. Fee levels for part-time courses are not covered by this agreement and will be decided and published by the college in the normal way.
5. All students who are eligible to pay EU tuition fees are included in this Agreement. Overseas students recruited to provision offered at Craven College are subject to fees determined by the College, which are reviewed annually by the Senior Management Team.
6. From 1 August 2011, Craven College will charge an annual fee of £2,140 to students on full-time HEFCE funded courses. This fee will not apply to current students on programmes commencing prior to 1 August 2011.

7. Fee levels beyond 2011/12 for all students will be subject to the annual increases set by the awarding organisations, and inflationary increases set by the Government.
8. Students who are indirectly funded will pay the fee set by the validating HEI and be covered by that HEI's Access (OFFA) Agreement.
9. Students who start part way through the year, for example at the start of the second semester, will be charged pro rata. A typical example would be when a student starts in January and would pay £1,070 for the remainder of the academic year.

### **Milestones**

10. Targets would be set for recruitment from low HE participation neighbourhoods, students with non-traditional (non-A level) entry qualifications and for internal progression from students who successfully complete level 3 qualifications at Craven College. 2011/12 would be used as the baseline and targets set for the following years.

### **Financial Support for Students**

11. *Bursary* The College will not implement a bursary scheme as this Agreement is submitted to cover actual costs met by the College, and which can be incorporated within student loan arrangements. The total fee is calculated for 2011/12 using an assumed tuition fee of £1,350 plus cost of £790 (20% of total resource<sup>1</sup>) to cover registration costs and administration to process payments to the awarding institution. Therefore this Agreement provides the College with the ability to claim the full costs incurred from the student, and will not disadvantage the students by ensuring that there is no up front costs and these costs can be incorporated into the individual loan agreement.
12. *Financial Support* Students will be able to apply to the College's Access to Learning Fund administered through Learner Services.

### **Information for Students and Prospective Students**

13. Details of fees and financial support will be available to students on the College's website, in the College's Financial Guide to Higher Education and the college's HE Virtual Learning Environment (VLE).
14. All applicants will receive information regarding fees and financial support in the Information Pack received by students prior to commencement at College.

### **Monitoring and Evaluation**

15. This Agreement will be reviewed annually by the College's HE Scheme Committee and recommendations made to the Senior Management Team for approval.

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<sup>1</sup> Total Resource: HEFCE £3,947\*20% = £790

16. As part of the HE Self Assessment Report (SAR), the HE Development Manager will monitor the effectiveness of the Access Agreement in conjunction with the Learner Services team. The SAR results in a Quality Improvement Plan and actions are monitored by the HE Scheme Committee.