



## University of London Distance and Flexible Learning Programmes Fees Schedule 2025-2026

### 1 [Summary](#)

- 1.1 Fees listed in this document relate to the 2025-2026 Academic Year and the associated sessions (where applicable) and are effective from 1 December 2024.
- 1.2 This document sets out the rules for Programme fees, and fee refunds under the [Refund and Compensation Policy](#), for students studying on University of London distance and flexible learning programmes. This document also explains additional fees you may need to pay to third parties.
- 1.3 This document supersedes any previous fee schedule information [published online](#). For study in any subsequent Academic Year, the fee rules in place at that time will apply.
- 1.4 University of London charges different fees depending on a number of factors. These factors are your programme of study, which country you study in, and how you are supported in your learning.

#### [Contact us](#)

- 1.5 Please use the [enquiries form](#) for any questions; or ask a question via the [portal](#).

### 2 [Programme fees: Business Administration with pathway in Human Resource Management Online Taught \(BSc, CertHE\)](#)

- 2.1 2025-26 Programme fees refer to the October 2025 and April 2026 sessions.

Full course fee**		
A	Full course fee for BSc Business Administration	£14,712
B	Full course fee for BSc Business Administration	£19,596
Payment by module (pay as you go)		
A	Module fee	£1,226
B	Module fee	£1,633
Other fees		
	Assessment resit fee	£490
	Application for recognition of prior learning fee	£136
	Application fee (non-refundable)	£65

### 3 Setting and changing fees

3.1 Fees are reviewed annually and are published on the [Course fees webpage](#). The fees you will be required to pay in the following Academic Year will be published in the spring of the preceding Academic Year.

3.2 University of London distance and flexible learning programmes allow students to study flexibly over an extended period. Therefore, it may be necessary to make changes to fees, rules and policies during your period of registration.

3.3 All fees may typically increase by up to 5% each Academic Year.

As an example, if you pay module fees on your programme and your module fee in 2025-26 is £1000 then your module fee in 2026-27 will typically increase to be £1050.

You should consider how many modules you take each year and the additional costs you may be charged.

### 4 Which fees apply

4.1 The fee and the fee types you pay will depend on a number of factors:

- a) Your programme of study
- b) The country in which you reside when you register for an academic year/ the module. This will be based on your residential address. This must not be a temporary or work address. We reserve the right to request evidence of your residential address. See 'UK Residents' for further information on UK Tuition Fee Loans.
- c) The type of support you receive as part of your programme.

### 5 Additional costs

5.1 The published fees do **not** include fees payable to a third party, such as:

- a) tuition costs payable to a [Recognised Teaching Centre](#)
- b) Fees charged by your examination centre for examinations
- c) [Goods or Services Tax \(GST\)](#)
- d) local VAT or levies (i.e. Ghana)
- e) [sales tax](#)

5.2 The published fees do not include costs for travel to your Recognised Teaching Centre or for your examinations.

5.3 While we endeavour to provide as many readings as possible through our Online Library, some programmes may require you to purchase textbooks.

5.4 An administrative fee of £50 will be charged to those students who exceptionally are reimbursed fees once the 14-day cancellation period has passed. For details of when you may be eligible for a refund see the [Refund and Compensation Policy](#).

#### Assessment fees

5.6 Examination Centre fees apply to programmes that hold examinations at designated local Examination Centres. Please consult your Programme Specification and Regulations to determine the assessment method for your programme. You should contact your proposed Examination Centre for details of their fees to factor them in to the overall cost of completing the programme. These fees range from approximately £50 to £135. The fee to sit in a London Exam Centre is £109. These fees are paid directly to the Examination Centre, unless the University collects them on the Centre's behalf.

- 5.7 Depending on your programme of study, the University may charge an Online Examination Administration fee of £11 for each examination paper held online.
- 5.8 You may be charged a Live Proctoring fee of £31 instead of an Examination Centre fee. This fee is charged by a third party designated by the University to proctor the examination, or collected by the University on behalf of the third party.
- 5.8 The Examination Centre fee or Live Proctoring fee is in addition to the Online Examination Administration fee of £11 for each examination paper held online (if applicable to your programme of study).

#### Sales Tax

- 5.9 The University is required to add Sales tax to certain fees paid by students who are resident in certain countries. Further information can be found on our [webpage](#).
- 5.10 All student fees shown are net of any local Value Added Tax (VAT), Goods and Services Tax (GST) or any other sales tax payable by the student in their country of residence. Where the University is required to add GST or any other sales tax or statutory charges at the local statutory rate, this will be added to the fees shown during the payment process. For students who are resident in the UK, our fees are exempt from VAT.

### 6 What to pay

- 6.1 Where you pay an initial registration and/or continuing registration fee you must pay this fee by the deadline for the Academic Year to be registered with us. Where you pay a module fee you must pay the fee for at least one module by the deadline to be registered with us. See [our information on Undergraduate loans and Postgraduate loans](#) for where there may be exceptions.
- 6.2 Where you pay an assessment entry fee, or a resit fee you must pay this fee to be entered for the corresponding assessment. Depending on the programme this will either be presented at registration or may be presented during your assessment entry, where applicable.
- 6.3 You must pay the registration/module fees by the registration closing date for the Academic Year/chosen study session.

### 7 How to pay

- 7.1 Details on how to pay your fees are available on the [website](#).
- 7.2 VLE access will not be available, and where applicable materials will not be despatched, until Programme Fees have been received.
- 7.3 Your payment provider may apply additional transaction fees, including in respect of any refunds. (If in doubt, please check with them before making a payment.) Further information about fee payment options can be found in the link above.
- 7.4 Generally, students whose fees are paid by sponsors will be expected to correspond directly with their sponsor regarding Programme Fees. The University can provide an invoice, if needed, upon request.
- 7.5 When we receive your payment, we will give you a registration date that marks the beginning of your registration period with us.

#### UK Residents

- 7.6 Information about loans for UK residents can be found [here](#). Some courses have a different fee for UK residents.

## 8 Definitions

### 8.1

Academic Year	for the purposes of this document, this means the period of your current registration. An Academic Year starts on 1 August and ends on 31 July. There may be entry points throughout this period. Students are expected to study for their session dates and these may continue into the next Academic Year period.
Application fee	means the non-refundable fee for your application to be considered by us, if applicable to your programme of study.
Assessment entry fee	means the fee payable on some programmes to enter for assessment.
Continuing registration fee	means the fee which you are required to pay (where applicable) in order to re-register with us for each Academic Year after the first year of your studies.
Examination centre	means the Examination centre where you sit assessments, if applicable to your programme of study.
Examination centre fee	means the fee paid to your local Examination centre, if applicable to your programme of study.
Fee schedule	means this document.
Full course fee	for some programmes you can choose to pay for the full programme when you initially register with us. Where you pay the full course fee this includes: <ul style="list-style-type: none"> <li>- Module/ course fee for each module required to complete the qualification. Note that where you have the option to change module will be charged an additional module fee unless specified.</li> <li>- First assessment attempt for each module course required to complete the qualification. Where you pay the Assessment entry fee this is not included in the Full course fee.</li> </ul>
Initial registration fee	means the fee you are required to pay to register with us for your first Academic Year. For some Programmes, this may be included in a module/ course fee as indicated in the published fee schedule for the relevant Programme.
Module fee	the majority of our programmes you can pay as you go. You pay the module fee for each module you register for at the point of registration. Normally this will include the first assessment attempt. You should check the programme details as some programmes have a separate assessment fee.
Module continuation fee	means the fee payable to the University, where applicable, where you defer your assessment for a module or need to resit. You will be required to pay a module continuation fee in order to take the assessment in a subsequent session.
Online examination administration fee	means the fee payable to the University for each examination paper held online, if applicable to your programme of study. This fee will be charged at the point

	of exam entry and is in addition to module and examination fees as advertised for your programme.
Programme Fees	means fees payable to the University which include, where applicable, Registration Fees, Continuing Registration Fees, module/course fees, and assessment entry fees as indicated in the published fee schedule for the relevant Programme.
Registration deadline	means the last date for online registration with us as notified to you in the Offer.
Resit fee	means the fee payable, where applicable, when you take an assessment as a resit or resubmission. You must pay this by the deadline.
Study session	means a defined period of time allocated for the study of a specified module, or modules.
University of London Recognised Teaching Centre (RTC)	means a teaching centre that supports students studying for the Programme and is recognised under the University of London Teaching Centres Recognition Framework (TCRF) with the University.
Web supported	Programmes where students are supported online, mostly with the assistance of online tutors. Sometimes as 'online taught'.

8.2 There are other regulations, policies and procedures which apply to your registration (or continuing registration) at the University and your Programme.

[General Regulations](#)

[Programme Regulations](#)

[Refund and Compensation Policy](#)

[Terms and Conditions distance and flexible learning programmes](#)