

Changing Lives Through Learning



openawards

Pricing Information

Effective from 1st August 2016

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At Open Awards, changing lives through learning is at the heart of everything we do. With many of our team having previously worked in colleges, universities and the education sector as a whole, we know first-hand the importance of quality, collaboration and simple processes.

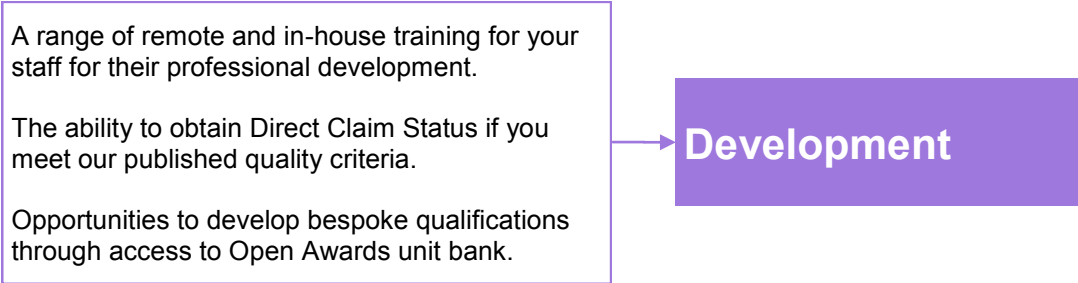
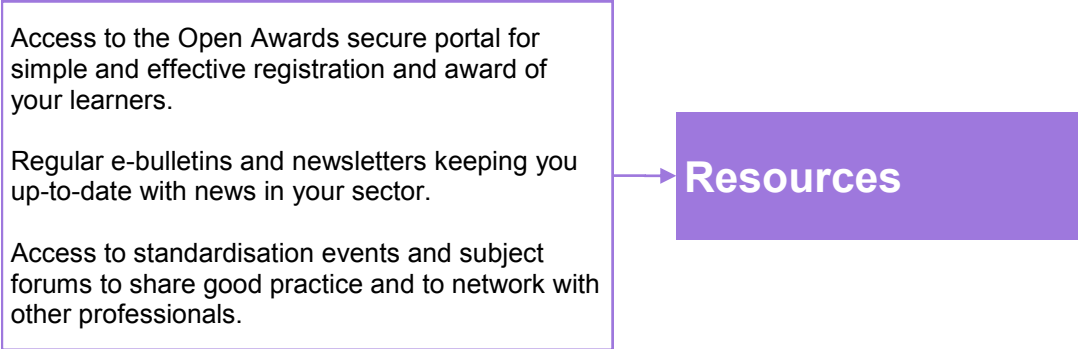
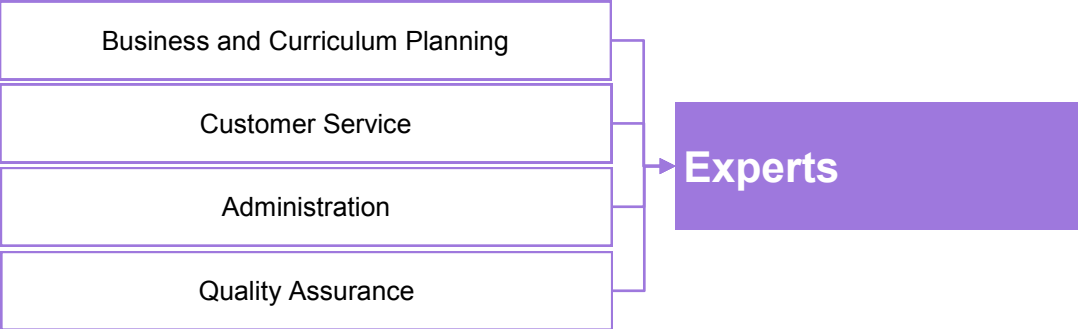
As such, our approach is all about personalisation, as we believe this is the best way to work successfully with our centres and provide real value to learners.

Value for money and transparency are vital. Our prices outlined in this leaflet provide a full explanation of the services and products we offer. If you have any queries, please feel free to contact us at info@openawards.org.uk or call 0151 494 2072.



Heather Akehurst CEO

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'From the beginning to the end of gaining our accreditation with Open Awards, the team has been supportive, approachable and happy to share valuable knowledge with myself and my team. We are all very excited to deliver the courses provided by Open Awards'

Heather Patton, Autism Plus

New Centres

Learner Registration Fees

All centres who wish to offer Open Awards qualifications will go through an approval process, where one of our team will visit you to assess your systems and policies and offer support in the form of a Quality Improvement Action Plan. If you do not register learners for two consecutive years, you may be required to pay another Centre Recognition fee in order to be re-validated.

New Centre Recognition	£350*
Consortium Centre Recognition	£575
Recognised Centre Wall Plaque (optional)	£100

*Occasionally centres may require additional support to achieve centre recognition. In such cases an additional charge of £250 may be applied to cover additional visits.

Regulated Qualifications

Level	Award	Certificate	Diploma
Entry	£22	£35	£85
Level 1	£27	£40	£85
Level 2	£30	£50	£95
Level 3	£30	£62	£95
Level 4 and above	£30	£62	£95
Functional Skills: Entry 1, 2 & 3	£15 per learner [paper-based]		
Functional Skills: Level 1 or 2	£15 per learner £5 supplement for paper-based per assessment		

For information regarding resits, please visit www.openawards.org.uk. Additional credits awarded above the number required to achieve the qualification: £4 per credit.

Annual Recognition Fee

Quality Endorsed Courses & Regulated Unit Delivery

All centres pay an annual fee for renewal of their recognition status. This is based on the number of learners registered in the previous academic year, 1st August to 31st July.

For those not offering a full qualification but tailoring smaller chunks of learning to suit individual needs of learners, we offer a range of regulated and quality endorsed units to meet your specific requirements.

Centre Type	Learners	Fee	Development Support Activities	Quality Assurance Activities
Gold	Up to 100 Learners	£350	1	2
Platinum	100+ Learners	£600	2	4

£4 per credit per learner

Minimum charge of £15 and maximum of £120 based on intended credit value for achievement of the course.

Additional credits awarded above course credit value: £4 per credit.

Consortium Annual Fee		
Centres	Fee	Development & Quality Roadshows
2-5	£900	4
6-10	£1,750	4
11+	£2,500	4

Registration Fee: **£140** per Learner

The Open Awards Access to HE learner registration fee is a fully inclusive fee and includes access to the following services:

- Advice and guidance via your dedicated Relationship Manager
- Design and delivery support for bespoke diplomas
- Development support to innovate your curriculum
- Support through planned moderation
- Markbook

Learner registrations must be received within 12 weeks of the start date of the course and before a formal application to a higher education course through UCAS or any other application process is made. Learners may be withdrawn within 6 weeks of the start date after which time registrations are chargeable. For further details on registration and withdrawal of learners or any other Access to HE services and processes, please refer to the Access to HE Handbook.

Late registration charge	£25 per learner
Administration charge for amendments	£25
Amendment to Award of Credit	£100 per learner
Maladministration at Final Awards Board	£100
Certification/Transcript reissue	£25 +postage of overseas
Letter of Confirmation of Achievement	£15 per course
Learner Achievement Report [electronic]	£15 per course
Archived Search Fee [non-refundable]	£50
Appeal [refunded if appeal upheld]	£30
Non-attendance at Standardisation event/training	£80 per delegate

'Approving Excellent Programmes'



The Open Awards Badge of Excellence has been designed to recognise excellent quality training and learning programmes that do not lend themselves to accredited programmes.

We believe these programmes deserve to be nationally recognised as an achievement and outcome for the learner.

The Badge of Excellence is a quality mark that recognised excellent learning provision and meaningful outcomes.

The Badge of Excellence process recognises and records progress and achievement. Learners will receive an Open Awards Certificate of Attendance on completion of the training programme.

The Badge of Excellence can be applied to a broad range of training and learning activities - building on Open Awards support and flexible approach. This could include face-to-face training; group activities; 1-1 support within a community; distance learning; e-learning; and work experience or placements.

Centre Approval [Not applicable for existing centres]	£350
Training Approval and Review [Review every 2 years]	£250
Certification fee per person	£10
Badge of Excellence Wall Plaque [Optional]	£100

Completing training recognised by the Open Awards Badge of Excellence does not lead to a regulated or quality endorsed course certificate.

Training

Training is important at Open Awards, as we believe that supporting our centres will allow for continued growth and success. It will also help us to achieve our mission to support educational achievement for all learners.

Administration Training [In-house and e-learning]	FREE [no limits on attendees]
Approved Internal Verifier Training	£80 [on approval from Quality Reviewer only]
Delivery and Assessment/Quality Assurance [In-house and remote webinars]	2 FREE places with Gold Recognition 3 FREE places with Platinum recognition [then £80 per delegate in-house and remote]
Standardisation Training	FREE [no limits on attendees]
Malpractice and Plagiarism Training	£80 per delegate
Bespoke Centre Training	£250 for half a day/£500 for full day [plus expenses]
Late Cancellation or Non-attendance	£80 per delegate
Transfer to another session	£15 admin fee may apply.

'Enjoyable sessions with plenty of time to discuss individual issues'
Standardisation Training, 2016.

'I feel a lot more confident now and look forward to going back and developing plans and activities in a more efficient way. Today really helped and suited my learning needs.'
Delivery and Assessment Training, 2016.

Business Development & Quality Assurance

Our team is focused on quality; it is vital that our robust quality assurance standards are upheld across all of our centres. Providing valuable support enables high-quality delivery to all Open Awards learners.

Business/ Curriculum Support Activity	£250
Remote Business/ Curriculum Support Activity	£125
Quality Assurance Activity	£250
Remote Quality Assurance Activity	£125
Unit Development [Including a 5 year licence]	£225 for first unit £95 per additional unit
5 Year Unit Review	£95
Amendment within 5 years	£25
Full Review within 5 years	£95
Qualification Development:	
Award	£1,000
Certificate	£1,500
Diploma	£2,000
Full day Consultancy	£500
Half day Consultancy	£250

'The level of support and expertise given by Open Awards has been outstanding. They made a very complicated process seem very simple and stress free. Pinehirst Education are delighted with our new qualifications and the service offered by Open Awards.'
Tom Brown, Pinehirst Training

Late Fees & Charges

Our processes and policies have been designed to avoid any unnecessary additional charges to centres. Please refer to your Centre Handbook for information on all our policies and processes or speak to your Customer Service Advisor.

We do not set any start or end dates for courses, these are the responsibility of our providers. The only stipulation is that the length of the course or qualification must allow learners to complete the required guided learning hours and for Functional Skills, we will agree the date of the assessment.

Registrations	Short courses [15 weeks or less] have 25 working days to register from start date. Long courses [over 15 weeks] have 60 working days to register from start date.
Late Registrations	£15 per learner
Late or no return of Recommendation of Award of Credit (RAC)*	£50
Administration Charge	£25
Certificate/ Transcript Reissue	£25 [+ postage charge if overseas]
Letter of Confirmation of Achievement	£15 per course
Learner Achievement Report [electronic]	£15 per course
Archived Search Fee [non-refundable]	£50
Appeal [refunded if appeal upheld]	£30

*RAC: To safeguard the interest of learners and to ensure prompt certification, all RACs must be completed, verified and returned to Open Awards within 3 months of the end date of the course/ qualification. Where RACs are not returned within this timescale the above charge will be applied. It is therefore your responsibility to advise Open Awards if this timescale cannot be met. In this case, Open Awards cannot guarantee that certification service standards will be met.

Meeting Room Hire

We have excellent meeting room facilities available for meeting, events, interviews and workshops. The rooms are on the ground floor at Open Awards' head office building in Speke Estuary Business Park, with easy access to the motorway networks and John Lennon Airport.

- **Free Wifi**
- **Digital Projector and Screen**
- **Parking Available**
- **Accessible Building**
- **Separate bistro/breakout area**
- **Hot and cold drinks***
- **Catering facilities***

*available on request for an additional cost.

Room Type	Capacity	Half Day	Full Day
Boardroom	22	£90	£170
Training Room	16	£70	£130
Combined Board/ Training Room	35	£150	£220
Small Training Room	8-10	£50	£100

For more information or to make a booking, visit openawards.org.uk

Payment Methods

We accept payment by BACS, online bank transfer, cheque or card. There will be a 2% charge for payment by credit card. Our invoicing policy can be found on our website openawards.org.uk. We reserve the right to charge centres where visits are cancelled with less than 5 days' notice or, in certain circumstances, where the purpose of a visit cannot be carried out.