

Other Fees and Charges

- [Administration](#)
- [Enquiries and Appeals](#)
- [Quality Assurance and Training](#)
- [Business and Product Development](#)

Administration

Our processes and policies have been designed to avoid unnecessary additional charges to providers. Please see our Provider Handbook for further information relating to Registrations, Awards, and Quality Assurance.

| | |
|---|--|
| Late Registrations (<i>Regulated Qualifications and Units Courses</i>) | £20 <i>per learner</i> |
| Late Registration (<i>Access to HE</i>) | £55 <i>per learner</i> |
| Late Submissions of Results | £29 <i>per learner</i> |
| Administration Charge | £30 |
| Certificate/ Transcript Reissue | £45 <i>[plus overseas postage cost]</i> |
| Letter of Confirmation of Achievement | £45 <i>per course</i> |
| Learner Achievement Report (<i>electronic</i>) | £28 <i>per course</i> |
| Archive Search Fee (<i>non-refundable</i>) | £100 |

Enquiries and Appeals

This section relates to formal enquiries and appeals against results or Open Awards decisions. Please see our Enquiries and Appeals policy for more information.

Please note, fees are refundable if the enquiry or appeal is upheld.

| Stage 1 - Enquiries | |
|---|----------------------------|
| Examination/ assessment results – review of marking <i>(includes administration check)</i> | £60 <i>per learner</i> |
| Learner Assessment Feedback Report | £100 |
| Risk/ approval status | £325 |
| Moderation of internally marked assessments | £220 <i>per course run</i> |

| Stage 2 - Appeal | |
|---|-------------------------|
| Appeal against a decision regarding an application for reasonable adjustment or special consideration | £30 <i>per learner</i> |
| All other appeals | £118 <i>per learner</i> |

| Stage 3 – Independent Appeals Board | |
|---|-------------------------|
| Appeal against a decision regarding an application for reasonable adjustment or special consideration | £60 <i>per learner</i> |
| All other appeals | £175 <i>per learner</i> |

Quality Assurance and Training

Our team is focused on the quality of your curriculum; it is vital that our robust quality assurance standards are upheld across all providers. The annual provider approval fee includes access to training and quality assurance activities in line with our Provider Handbook.

| | |
|--|---|
| Additional Quality Assurance Support Activities | £200 (<i>half day</i>) £400 (<i>full day</i>) <i>[Plus expenses if onsite visit.]</i> |
| Bespoke Training Delivery | <i>Price upon request</i> |
| Online Courses | <i>Please visit Open Awards Learn for course prices.</i> |

Business and Product Development

Working together supports high-quality delivery to all Open Awards learners and we value working closely with you to develop your curriculum to meet yours and your learners' needs.

| | |
|---|---|
| Bespoke Curriculum Planning | £200 (<i>half day</i>) £400 (<i>full day</i>) <i>Plus expenses if onsite visit.</i> |
| Unit Development | £175 <i>per unit</i> |
| Unit Review (<i>minimum every 5 years</i>) | £175 <i>per unit</i> |
| Unit Amendment (<i>within 5-years</i>) | £40 <i>per unit</i> |
| Qualification Development | From: £1000 – <i>Award</i> £1500 – <i>Certificate</i> £2000 – <i>Diploma</i> |