



STUDENT FEE REGULATIONS 2025/26

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Student Fee Regulations

2025-26

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Introduction

1. The General Regulations for Students form part of the contract between students and Royal Holloway, University of London (the University). General Regulation 1.4 requires students to be responsible for their own finances, including the responsibility to seek help from the University and/or external funding services as required. Students are responsible for their own finances and budgeting. Students are responsible for ensuring that their tuition fees, accommodation fees and any other contractual payments are paid to the University on or before the due date. This responsibility extends to students proactively seeking help from the relevant University and/or external funding support services, if and as needed.
2. These Regulations specifically cover the collection of fees and charges payable for tuition, accommodation, and miscellaneous charges and fees.
3. Non-payment of tuition fees may result in the discontinuation of a student's registration with the University. Non-payment of accommodation fees pay result in a requirement to leave their accommodation in the University halls of residence.
4. Where the University has good reason to believe that a student
 - a) Has not paid; or
 - b) Is not intending to pay; or
 - c) Is not able to pay,

sums owed to the University, the University will take action as outlined in these Regulations.

Definitions

5. The table below outlines the key terms used in these Regulations:

| | |
|---|---|
| Academic debt | Debt related to tuition fees or any other tuition-related charges |
| Accommodation fees | Contracted charges for accommodation in the University halls of residence. |
| Additional fees | Includes, but is not limited to, late payment charges, disciplinary fines, and short-term loans. |
| Tuition fees | The fee payable for the teaching, facilities, provision of services and standard materials relating to a course of study. |
| Additional costs related to course of study | Any costs payable that relate to the course of study and are not covered under 'tuition' above. E.g., additional fieldwork costs, specialist equipment, project costs, course specific costs. |

Scope of these Regulations

6. These Regulations apply to all students registered at the University.
7. These Regulations do not cover:
 - debt owed to the Students' Union, at the University.
 - library costs, fees or charges.

General principles

8. Upon accepting the University's offer of a place and submitting their acceptance of the Terms and Conditions, forming the contract, students agree to be bound by and to comply with the terms of these Student Fee Regulations.
9. The University recognises that on occasions students may encounter financial difficulties. Students are expected to take responsibility for their own finances, and as such are required to contact the Student Fees Office should they wish to request advice or support. The University will be as supportive as possible where students have encountered difficulties but must operate within the limits of these Regulations.
10. Academic related fees, including tuition fees, will be subject to appropriate sanctions for non-payment, which may include cessation of registration as outlined in sections 35 to 42 of these Regulations. Non-academic related fees, including accommodation fees, will be subject to non-payment sanctions appropriate to the invoice type as outlined in sections 43 to 51 of these Regulations.

The University is required to comply with anti-money laundering legislation. In accordance with this legislation the University reserves the right to refuse or reject any financial transaction for which the origin cannot be adequately traced and aims to ensure that all refunds are issued back to the original source.

Any student attempting to make a payment believed to be fraudulent may be subject to disciplinary procedures, which may result in the closure of a student's record. Any such suspected payment will be reported to the appropriate authorities.

For more information about common frauds and scams see [here](#).

Tuition fees

11. The University charges annual tuition fees for undergraduate and postgraduate courses. The fees for international students are reviewed annually and subject to increase in line with inflation, up to a maximum of 5% for continuing students who joined in the academic year 2025/26. For students joining from the academic year 2026/27 onwards, the annual increase for continuing students will be determined as part of the annual fees setting exercise, and will be based on the UK's Retail Price Index (RPI) up to a maximum of 7.5%. Home/UK student tuition fees for continuing students are subject to amendment pursuant to in line with Government policy and could be amended up to a maximum of 7.5%. Any amendment to fees will be notified to students in advance of the

change which will commence the following academic year from the date of notification.

12. Tuition fees will be invoiced annually, usually by the start of the academic year, and a copy of the invoice can be accessed via the Invoice Card within the Campus Connect student portal. An email notification will be sent to the student's University email address only.
13. Student fee status is assessed during application and determined as either 'Home', or 'International' based on information provided.
14. Students may appeal the fee status decision before completing enrolment and should contact the Admissions team for further advice. Details of the fee status process can be found [here](#). Decisions of the Admissions team are final.
15. Students are personally liable for tuition fees for the duration of their studies. This includes students who have a sponsorship or tuition fee loan via Student Finance (Student Loans Company, SLC), or whose fees are to be paid by a nominated family member (see section 23) . If a sponsor or SLC fail to settle the fees, or the payment is withdrawn, the student will be invoiced immediately for payment.

Enrolment is not permitted unless:

- a. The full year personal tuition fee liability is paid in advance of the start of the course; or
- b. 50% of the full year personal tuition fee liability is paid in advance of the start of the course; or
- c. Confirmation of an approved sponsor is held by the University; or
- d. The student is receiving an approved external or the University scholarship to cover the full fee; or
- e. The student holds an approved tuition fee loan from Student Finance relating to the correct university, academic year, course and course year; and
- f. Prior year tuition fees are paid in full (where applicable).

For the avoidance of doubt, no individual will be permitted to enrol who has declared themselves bankrupt where that included debts owed to the University.

Students with prior year accommodation and other debts (e.g. Principal's Loan or hall fines) will not be precluded from enrolment. However, those with accommodation debts will not be offered further University accommodation. The students remain fully liable for those debts which will be enforced in accordance with these Regulations, including collection through external agents.

Please note that students must pay at least 50% of the full year personal tuition fee liability in order to enrol. Instalment plans will not be agreed in relation to this payment.

16. Foundation and undergraduate Home tuition fees may be funded via a tuition fee loan paid directly to the University by the SLC. Applications for tuition loans should be made directly to Student Finance England for residents of England. Residents of Wales, Northern

Ireland and Scotland should apply through Student Finance Wales, Student Finance Northern Ireland and the Student Awards Agency for Scotland. Full eligibility requirements can be found on the [Student Finance webpages](#).

With the exception of fully sponsored students, where those sponsors have been approved and due diligence completed by the Student Fees team in accordance with the Admissions Policy, all International students (undergraduate, postgraduate taught and postgraduate research) are required to pay a deposit of £3,000 or £10,000, depending on their region, at the earliest opportunity to secure their place, subject to meeting any conditions of offer.

This will contribute towards the overall fees charged. Please note that this deposit will only be refunded in exceptional circumstances. For absolute clarity, for international students requiring a CAS, this deposit will not be refunded once the University has issued the CAS, unless the visa application has been rejected by the UK Visas & Immigration (UKVI) authority. Deposits will only be refunded in specific circumstances after the 14-day cooling off period, which commences from the date on the student's offer acceptance and agreement to the University's Terms and Conditions, forming the contract. Exceptions may be considered in cases such as significant visa issuance delays that unreasonably prevent the student from starting their course beyond the start of the term.

Postgraduate (taught and research) Home students, who are not fully sponsored by approved sponsors, are required to pay a deposit of £100 at the earliest opportunity to secure their place, subject to meeting any conditions of offer. This will contribute towards the overall fees charged.

17. Unless they meet the requirements of the refund policy, students who have applied to study at the University and paid a deposit to secure their place but subsequently fail to arrive or arrive and fail to complete enrolment, will forfeit their deposit after the 14-day cooling off period, which commences from the date the student signed their contract with the University and paid their deposit to secure their place.
18. Students with tuition fees or sponsorship/tuition loan confirmation outstanding 21 days after the start of the course may have their registration ceased in accordance with the ['Failure to Enrol'](#) policy.

Additional costs

19. Some additional costs, such as field trips and course specific costs may not be covered by the tuition fee and will not be eligible for a tuition fee loan. Payment of these additional fees must be made in advance as per the conditions of the department.
20. Some departments may charge a bench fee to research students for additional materials, travel and fieldwork or equipment costs. Students will be notified of these additional fees via the department and the fee added to the student fees account. Separately invoiced bench fees must be settled in full at, or before, enrolment and are not eligible for deferred/instalment payment arrangements. Bench fees and alumni discounts will be included with the tuition fees for MSc Biological Sciences research students only.

21. Fees for a year abroad are charged in accordance with the [Office For Students](#) (OFS) guidelines and are published annually.
22. With the exception of the non-refundable International student deposits per Section 13 above, no tuition fee liability will normally be incurred for the main course of study under the following circumstances:
 - a. If the University cancels the course; or
 - b. If an applicant declines a place on the course prior to the start of the academic year in accordance with the University's Liability Points for tuition fees upon withdrawal or interruption which can be found in Appendix I.

Tuition fee payment policies

23. All self-funding undergraduate and postgraduate students have the following payment options:
 - In full i.e. ensuring payment is made to the University including any shortfall of payment relating to bank charges/deductions, before, or at, enrolment.
 - At least 50% before, or at, enrolment with the remaining 50% balance payable in the first week of the second term of the academic year.

The Student Fees team may, in exceptional circumstances, agree an extended repayment arrangement for tuition fee payment within the academic year. Evidence of approved funding support or income will be required to support a request for any non-standard repayment terms. Standard instalment arrangements are only available on personal fee liability greater than £2,000. Instalment periods will not exceed 12 months.

All accepted payment methods are detailed online. View the details per '[Pay my fees - Royal Holloway Student Intranet](#)' The University does not accept cash or cheque payments. The University will not routinely accept direct bank transfers, these must be by exception only.

Payment of fees must be made by the student or a nominated family member only. Payments by other third parties will not be accepted (with the exception of official sponsors, see 25 below).

A family member is defined as a parent, legal guardian, grandparent, sibling, biological aunt or uncle, or spouse. The University may need to collect personal details about nominated family members to verify their identity, for example full name, address, nationality, date of birth and relationship to student. Paragraph 10 of these regulations provides further context. The University cannot accept payment from any sanctioned individuals, organisations or Countries.

24. **Postgraduate students holding an approved Postgraduate or Doctoral Loan from Student Finance England** will receive the funds from the SLC into their bank account and will therefore need to arrange payment of their fees to the University. Students

intending to use the loan to pay fees must provide evidence of the approved loan to the Student Fees Office before enrolment and arrange a payment plan in line with these Regulations.

25. **Students funding their study via a Student Finance Tuition Fee Loan** must ensure an approved loan is in place prior to enrolment in the form of a Final Financial Notification Letter. Students may be asked to provide this notification during enrolment if the University has not received electronic data in advance. Undergraduate tuition fee loan payments are made directly from the SLC to the University. Students wishing to borrow less than the maximum tuition fee loan available will be required to pay their full liability at enrolment, or a minimum payment of 50%.

If a tuition loan has not been approved, or the Student Fees team believe that the student is not eligible for a loan for the forthcoming academic year, enrolment will be denied without full payment (or an agreed payment arrangement) to cover the full tuition fee for the enrolment year.

26. **American Student Federal Loans/Federal Aid.** International students from the United States of America may opt to make payment of their tuition and accommodation fees via a Federal Loan. This will be arranged via the International Funding Advisor. Disbursements are made twice per year. Tuition and accommodation fees are deducted before any surplus funds are paid to the student.

Funds can be paid to either a UK or US bank account, however, we strongly recommend a UK bank account is opened. Students who opt to provide their US bank account details should be aware that their loan will first be converted into GBP and the surplus funds will need to be converted back to USD at the live interbank rate in order to settle funds in a US bank account; no margin will be applied by our partner Convera. If UK or US bank details are not provided, a US draft will be made payable to the student, and they will be notified once this is available for collection.

Should the loan value fail to cover fee costs, e.g. due to currency fluctuations or loan approval limit, the student is liable for payment of the shortfall. To complete enrolment, payment of 50% of the shortfall is required before, or at enrolment. Student Fees will notify the remaining shortfall amount after the second disbursement has been processed.

Disbursement of US Student Federal Aid is subject to the regulations laid down by the US Department of Education.

27. **Sponsored students** are those funded by an overseas government, UK government agency, employer, official scholarship body, company, charity or other approved organisation. Sponsored students must present a letter of sponsorship prior to enrolment. An acceptable letter must be on the sponsor's official headed paper and contain the following information:

- The name of the applicant.
- The name of the course to be studied at the University.
- The amount of the sponsorship being paid direct to the University i.e. the full course fee.

- The period of sponsorship i.e., which academic years the funding relates to.
- The name and address or email address to which the invoice should be sent.

Sponsors are expected to pay within 21 working days of the course start date after which, if payment is not received, the liability will pass to the student. Students will be notified in such instance.

The University reserves the right to reject sponsorship that does not meet the above criteria or sponsors that are not approved organisations.

Note: parents, guardians and family members are not considered to be official sponsors.

28. **Postgraduate research students self-funding** all, or part, of their tuition fees are required to make payment either at the start of the academic year for September/October commencements, or on the anniversary of their start date. For the latter, an invoice will be issued in advance of the anniversary with a due date to be observed.

Postgraduate research fees for students not commencing at the start of the academic year will be charged the rates prevailing at the start of their study year.

29. **Postgraduate research students enrolling on a Writing Up year** will be charged a fee in accordance with their previous mode of study (full or part time). Where a student submits their thesis during the Writing up year, they may be eligible for a pro-rata refund based upon the date of the thesis submission.
30. Extensions agreed to the Writing Up year are charged in line with the extension fee confirmed for the academic year. Fees for more than six months are pro-rated for each additional month. Students required to resubmit their thesis will be charged a re-submission fee which covers an 18-month period.

Withdrawal, interruption of study and termination of registration

31. Any changes in fee liability, due to requests to changes of study mode, will not occur until the formalities have been completed. View the process and access forms [here](#).

Liability points for tuition fees upon withdrawal or interruption can be found in the Appendix. Students holding a SLC Tuition Fee Loan for the period of study should make any repayments directly to the SLC.

If a student is in receipt of a scholarship, bursary or other discount, this will only apply up to the date of withdrawal or interruption. The scholarship, bursary or other discount will be pro-rated to the date of withdrawal or interruption.

Any previously agreed instalment arrangements will be invalidated on withdrawal of study.

32. When a student is suspended or asked to leave the University under any disciplinary regulations, they will remain liable for the tuition fees due in relation to the Term during which they are dismissed from the University, as per a Withdrawal from study as detailed from paragraphs 29 & 30 of this Regulation.
33. Where tuition fees have been paid via American Student Federal Aid, the University may have to make a payment to the US Department of Education in line with refund rules in respect of Title IV Funds for Foreign Schools. View the policy [here](#).

Where a deficit remains on the student's fees account with the University as a result of the application of these Regulations, the student will be expected to reimburse the University in full within 28 days of being advised of the funding shortfall, or the date of the refund to the US Department of Education, whichever is later.

34. Students interrupting study will have a pro-rata fee calculation according to their level of study (undergraduate/postgraduate) and in accordance with the [Interruption form guidelines](#). Any overpayment of tuition fee at the point of interruption is held on account and offset on resumption of study. If the invoice has been underpaid at the point of interruption, students will be required to settle these fees immediately and may not be settled on return.

Note: the rate of tuition fee will be charged at the rate set for the academic year on return to study and not that of the year of interruption.

35. Students who do not return from a period of interruption and subsequently withdraw will incur a withdrawal liability from the date of their original interruption of study. This will be subject to withdrawal liabilities as detailed above.
36. Where a student transfers to or from another institution within an academic year they may incur a personal tuition fee liability should the balance of a fee loan fail to cover the tuition fee invoiced (where a partial payment has been made to another institution).

Failure to pay - tuition and tuition related fees

37. Students who fail to pay fees in accordance with this regulation will be reminded by the Student Fees Office once the tuition fee invoice, or agreement date, falls overdue. Initial contact is always made by email to the student's University email address.
38. A late payment charge of £100 will be applied to all invoices overdue **14 days** following the due date. The University reserves the right to also charge interest on all overdue balances from the day following the invoice due date, which will be charged at The Bank of England Bank Rate (commonly referred to as the Base Rate) plus 5% to cover the University's funding and administrative costs.
39. A further attempt will be made by the Student Fees team to contact students. This contact may be made via email or telephone (or a combination of these). Students will be given a further **seven days** to settle the invoice or arrange an acceptable, short term, repayment arrangement.
40. Students with tuition/tuition-related fees remaining outstanding after this second communication will be subject to disciplinary action as below:
 - a) Those students failing to make contact, or have failed to keep to an agreed suitable short term payment plan with the Student Fees team, will be advised by the Head of Student Fees (or their nominated representative) that their access to University facilities are to be restricted and their academic department is to be notified that the student has failed to comply with the University Regulations and faces disciplinary action. The School may be asked to provide an academic progress report.
 - b) The Head of Student Fees (or their nominated representative) will submit a list of students to the Executive Director of Student Journey (as per the [Student conduct regulations](#)) who will be asked to cease the registration of the student with immediate effect.
 - c) Lists may be submitted during the following periods:
 - i. Week eight or nine of the Autumn Term.
 - ii. Week eight or nine of the Spring Term.
 - iii. During the last week in July (postgraduate students only).
 - d) A communication will be sent to the student advising them of the Executive Director of Student Journey's decision. In line with the University's obligations to UK Visa and Immigration (UKVI), record closures for any student holding a student visa will be reported by Student Administration to the UKVI. This means their visa sponsorship will be cancelled as they will no longer be studying, and they will need to leave the UK.
41. Appeals against the cessation of registration may only be made on the following grounds:

- That the ceasing was not in accordance with procedures set out in these regulations or was contrary to natural justice.
- That fresh evidence can be presented, which was not available, or could not reasonably have been made available.

Students are expected to be aware of these and other University regulations. Claims that students were not aware of University Regulations to which they have agreed during the enrolment process will not be considered valid reasons for appeal.

Appeals should be made within 15 working days from the date of the cessation notification. Appeals should be made via the Student conduct appeal form available online: <https://intranet.royalholloway.ac.uk/students/help-support/wellbeing/student-disciplinary-regulations/student-disciplinary-regulations.aspx>

Any appeals will be processed in accordance with the Major Misconduct Appeals Process as detailed in the [Student conduct regulations](#).

42. Students with tuition fee/tuition-related debt will not be permitted to re-enrol/progress into another academic year until the debt is cleared in full.
43. Students with a tuition/tuition-related debt will not receive degree certificates or official references from the university. Finalist students will not be able to attend the graduation ceremonies with tuition or tuition-related debt.
44. The University will pass debtor accounts to a legal recovery agent, instructing them to commence formal recovery action - including court proceedings - if appropriate. This could result in additional costs being charged to the debtor and may have an adverse impact on their ability to obtain certain financial products.

Accommodation and additional fees

45. Accommodation fees for the University halls of residence are invoiced annually and payable termly in advance, usually in the first week of the billing period to which they relate. Due dates for payment are available in the accommodation contract and from the invoice found on the Money tab of Campus Connect.
46. In accordance with the Accommodation Policy, students who are offered a room in Halls will be required to make a £300 prepayment online which will be allocated against Term 1 accommodation fees during the contract acceptance process. This will contribute towards overall fees paid.
47. Students who have previously defaulted on accommodation fee payments or who have unsettled balances, will be refused a further allocation to the University halls of residence.
48. Consideration will only be given to the refund of accommodation fees when a room move has been approved and agreed as per the Accommodation Policy, and after the room has been vacated. View the policy [here](#).

49. Monthly accommodation fee arrangements are not normally permitted. Students struggling to meet accommodation fee obligations should contact the Student Fees Office to discuss repayment options. This may be flexed in exceptional circumstances where there is an evidenced issue requiring slightly more time and / or support.

Other fees

50. The Student Fees team may raise invoices to student accounts that originate in another department. An email notification will be sent and the charge can be viewed and paid via the Invoice Card of Campus Connect. The due date must be observed.

Failure to pay - accommodation and other fees

51. Students who fail to pay fees in accordance with this policy will be reminded by the Student Fees team once the invoice, or agreement date, falls overdue. Initial contact is always made by email to the student's University email address.

A late payment charge of £100 will be applied to all invoices overdue **14 days** following the due date. The University reserves the right to also charge interest on all overdue balances from the day following the invoice due date, which will be charged at The Bank of England Bank Rate (commonly referred to as the Base Rate) plus 5% to cover the University's funding and administrative costs.

At this time, a further attempt will be made by the Student Fees team to contact students. This contact may be made via email or telephone (or a combination of these).

52. The University will take firm action against students failing to settle accommodation invoices. Failure to pay, without prior arrangement with the Student Fees team, within **30 days** of the invoice due date will result in eviction from the room. A 'notice to terminate contract' letter will be issued to the occupant giving 14 days to vacate. This does not remove previous liability for the accommodation fees.

If invoices remain overdue more than 30 days after the due date or once the 'notice to terminate' has expired, the University will immediately pass accommodation/additional fee debts to a legal recovery agent, instructing them to commence formal recovery action - including court proceedings - if appropriate. This may result in additional costs being charged to the debtor and may have an adverse impact on their ability to obtain certain financial products.

53. Students with accommodation or additional fee debts (e.g. Principal's Loan or hall fines) after the end of the academic year must accept responsibility to clear all outstanding debt prior to the start of the new academic year. Where this is not possible, a financial assessment may be carried out by the Student Fees team and a payment plan should be agreed with the Student Fees team. Students with prior year accommodation and other debts will not be precluded from enrolment. However, those with accommodation debts will not be offered further University accommodation. The students remain fully liable for those debts which will be enforced in accordance with these Regulations, including collection through external agents.

Refund of fees

54. Applicant tuition deposits will only be refunded in line with the University's Admissions policy and procedures. As detailed in Section 15 above, a refund will not be processed: once the CAS has been issued, or the University withdraws the CAS and/or offer due to a fraudulent, or negligent application on the part of the applicant or agent. View the policy [here](#).
55. Fee refunds occurring following withdrawal or interruption of study or for any other reason will only be actioned once the appropriate form has been completed by the student and department and processed into the student records system by Student Administration.
56. Refunds will be returned to the original payer (this includes sponsors) and via the original method of payment, in accordance with anti-money laundering best practices. Refunds will not be issued in cash or by cheque. Any payments originating from these methods will be refunded by direct bank transfer. Any payments originating from the Student Loans Company will be reimbursed directly to the SLC.

If it is not possible to return the funds to the original payment source, the University will need to collect bank account details from the original payer. As part of this process the University will require a recent bank statement including the original payer's name, address and bank account details. In some instances other forms of identification and documentary evidence may be required such as passports, driving licence, recent utility bills in order to validate the details provided, in order to comply with laws and regulations.

57. Overpayments of fees will, in all cases, be offset against future due invoices held on the student's fee account in accordance with the Liability Points in the Appendix before any refund will be considered.
58. Students may be asked for documentary evidence or confirmation of bank/payment card details to support a refund request. All refund requests should be made by email to the [Student Fees team](#).

The Student Fees team aims to process all refund requests within 15 working days, however, this is subject to the expedient response to any queries by the student.

59. If tuition fees paid initially by the student are subsequently paid in full (as cleared funds) by another person or body, (e.g. a corporate sponsor), the student's initial payment will be refunded to the account from which the student's payment originated. Any subsequent refund to the sponsor will be to the account from which the sponsor's payment originated.
60. Any refund arising from a US Federal Loan will be administered in accordance with the US Department of Education or loan provider guidelines. View the guidelines [here](#).
61. At certain times, the Student Fees team may initiate refunds on accounts where no further invoices fall due. Email notification will be sent to the student's University email address following the refund.
62. The University reserves the right to offset overpayments on the student account against invoices due in the subsequent academic year.

Financial effect of course closure

63. Where the University closes a course after its commencement, and moves students to an alternative campus or institution, the University will consider reimbursing students. This will be determined on a case--by-case basis, depending on the circumstances and in line with any mitigation offerings which will allow students to complete their period of study.
64. Re-imbursement may be given in relation to the following:
- Additional travel/relocation costs to enable completion at an alternative University campus.
 - Additional travel/relocation costs to enable a student to transfer to complete at an alternative institution.
 - Maintenance costs if a student is required to lengthen their period of study to enable them to complete the course.
 - Continuation of an expected bursary for the remainder of the academic year.
65. In the case of a course closure students will be advised of the re-imbursements claim process.

Help and advice for students

66. Managing student finances can be a difficult part of being a student and the University will do its best to help make students' time at university as financially stress-free as possible. Being in debt can affect people's well-being and can have long term implications too.
67. The University's Money and Funding Advisors, who work as part of the Student Life Directorate are available if students find themselves in financial difficulty.

They are able to offer advice and guidance on financial matters, including [budgeting](#) for studies, and they administer a number of support funds – see [here](#) for further details. They can also be contacted by emailing moneymatters@royalholloway.ac.uk.

68. Other help:
- Citizens Advice
www.citizensadvice.org.uk Adviceline
(England): 0800 144 8848
 - National Debtline:
www.nationaldebtline.org Telephone:
0808 808 4000
 - Step Change Debt Charity
www.stepchange.org Telephone: 0800 138
1111

Appendix I: liabilities upon withdrawal or interruption

Withdrawals

| Student Type | Start Month | Liability Period | Withdrawal date (as indicated on the form) | Fee liability for 2025/26 |
|---|-------------|------------------|--|---|
| Home/EU Undergraduates eligible for Student Finance Funding | September | 1 | Within three weeks of the start date of autumn term (this includes Welcome Week) 22 September 2025 to 10 October 2025 | Nil |
| | | 2 | After third week of autumn term and before end of first week of spring term 11 October 2025 to 16 January 2026 | 25% of full year's tuition fee |
| | | 3 | After week one of spring term and before the end of spring term 17 January 2026 to 04 May 2026 | 50% of full year's tuition fee |
| | | 4 | End of spring term Onwards 5 May 2026 onwards | 100% of full year's tuition fee |
| | | | | |
| International Undergraduates (including EU students not eligible for Student Finance Funding) | September | 1 | Within three weeks of the start date of autumn term (this includes Welcome Week) 22 September 2025 to 10 October 2025 | New Students: Non- refundable deposit Continuing Students: Nil |
| | | 2 | After third week of autumn term and before end of first week of spring term 11 October 2025 to 16 January 2026 | New Students: Whichever is the higher of either: 33% of full year's tuition fee or the non-refundable deposit Continuing Students: 33% of full years tuition fees |
| | | 3 | After week one of spring term and before the end of spring term 17 January 2026 to 04 May 2026 | 66% of full year's tuition fee |
| | | 4 | End of spring term onwards 5 May 2026 onwards | 100% of full year's tuition fee |

| Home Postgraduate Taught Students | September | 1 | Within three weeks of the start date of autumn term (this includes Welcome Week) 22 September 2025 to 10 October 2025 | Nil |
|-----------------------------------|-----------|---|---|---------------------------------|
| | | 2 | After third week of autumn term and before end of first week of spring term 11 October 2025 to 16 January 2026 | 33% of full year's tuition fee |
| | | 3 | After week one of spring term and before the end of spring term 17 January 2026 to 04 May 2026 | 66% of full year's tuition fee |
| | | 4 | End of spring term onwards 5 May 2026 onwards | 100% of full year's tuition fee |

| Home Postgraduate Taught Students | January | 1 | Within three weeks of the start date of spring term (this includes Welcome Week) 12 January 2026 to 30 Jan 2026 | Nil |
|-----------------------------------|---------|---|--|---------------------------------|
| | | 2 | After third week of spring term and before end of 1st day of start of summer term 31 January 2026 to 05 May 2026 | 33% of full year's tuition fee |
| | | 3 | After first day of summer term and before end of third week of summer vacation period 6 May 2026 to 3 July 2026 | 66% of full year's tuition fee |
| | | 4 | After third week of summer vacation period 4 July 2026 onwards | 100% of full year's tuition fee |

| | | | | |
|--|-----------|---|--|---|
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| International Postgraduate Taught Students | September | 1 | Within three weeks of the start date of autumn term (this includes Welcome Week) 22 September 2025 to 10 October 2025 | New Students: Non- refundable deposit Continuing Students: Nil |
| | | 2 | After third week of autumn term and before end of first week of spring term 11 October 2025 to 16 January 2026 | New Students: Whichever is the higher of either:33% of full year's tuition fee or the non-refundable deposit Continuing Students: 33% of full years tuition fees |
| | | 3 | After week one spring term and before the end of spring term 17 January 2026 to 04 May 2026 | 66% of full year's tuition fee |
| | | 4 | End of spring term Onwards 5 May 2026 onwards | 100% of full year's tuition fee |
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| International Postgraduate Taught Students | January | 1 | Within three weeks of the start date of spring term (this includes Welcome Week) 12 January 2026 to 30 Jan 2026 | New Students: Non- refundable deposit Continuing Students: Nil |
| | | 2 | After third week of spring term and before end of first day of start of summer term 31 January 2026 to 05 May 2026 | New Students: Whichever is the higher of either:33% of full year's tuition fee or the non-refundable deposit Continuing Students: 33% of full years tuition fees |
| | | 3 | After first day of summer term and before end of third week of summer vacation period 6 May 2026 to 3 July 2026 | 66% of full year's tuition fee |
| | | 4 | After third week of summer vacation period 4 July 2026 onwards | 100% of full year's tuition fee |

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| Postgraduate Research Students | Any Start Date | 1 | Within three weeks of the start date of the course / anniversary date of the course | Home: Nil New International: Non-refundable deposit Continuing International Students: Nil |
| | | 2 | Home and continuing International students: Fee liability for Doctoral students is calculated to the nearest month based upon the anniversary of their start date pro rata to the nearest full month studied prior to withdrawal. New International: whichever is the higher of either the above or the non-refundable deposit. | |

Interruptions

| Student Type | Start Month | Liability Period | Interruption start date (as indicated on the form) | Fee liability for 2025/26 |
|---|-------------|------------------|---|---------------------------------|
| Home/EU Undergraduates eligible for Student Finance Funding | September | 1 | Within three weeks of the start date of autumn term (this includes Welcome Week) 22 September 2025 to 10 October 2025 | Nil |
| | | 2 | After third week of autumn term and before end of first week of spring term 11 October 2025 to 16 January 2026 | 25% of full year's tuition fee |
| | | 3 | After week 1 of spring term and before the start of summer term 17 January 2026 to 4 May 2026 | 50% of full year's tuition fee |
| | | 4 | Summer term onwards 5 May 2026 onwards | 100% of full year's tuition fee |
| International Undergraduates (including EU students not eligible for Student Finance Funding) | September | 1 | Within three weeks of the start date of autumn term (this includes Welcome Week) 22 September 2025 to 10 October 2025 | Nil |
| | | 2 | After third week of autumn term and before end of first week of spring term 11 October 2025 to 16 January 2026 | 33% of full year's tuition fee |
| | | 3 | After week one of spring term and before the start of summer term 17 January 2026 to 4 May 2026 | 66% of full year's tuition fee |
| | | 4 | Summer term onwards 5 May 2026 onwards | 100% of full year's tuition fee |

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|---|-----------------------|---|---|---------------------------------|
| All Postgraduate Taught Students | September | 1 | Within three weeks of the start date of autumn term (this includes Welcome Week) 22 September 2025 to 10 October 2025 | Nil |
| | | 2 | After third week of autumn term and before end of first week of spring term 11 October 2025 to 16 January 2026 | 33% of full year's tuition fee |
| | | 3 | After week one of spring term and before the start of summer term 17 January 2026 to 4 May 2026 | 66% of full year's tuition fee |
| | | 4 | Summer term onwards 5 May 2026 Onwards | 100% of full year's tuition fee |
| All Postgraduate Taught Students | January | 1 | Within three weeks of the start date of spring term (this includes Welcome Week) 12 January 2026 to 30 Jan 2026 | Nil |
| | | 2 | After third week of spring term and before end of first day of start of summer term 31 January 2026 to 5 May 2026 | 33% of full year's tuition fee |
| | | 3 | After first day of summer term and before end of third week of summer vacation period 6 May 2026 to 3 July 2026 | 66% of full year's tuition fee |
| | | 4 | After third week of summer vacation period 4 July 2026 onwards | 100% of full year's tuition Fee |
| Postgraduate Research Students | Any Start Date | 1 | Within three weeks of the start date of the course / anniversary date of the course | Nil |
| | | 2 | Fee liability for Doctoral students is calculated pro rata to the nearest full month based upon the anniversary of their start date. i.e. if a PGR student is interrupting for 8 months of the academic year, they are only charged for the 4 months studied, and the remainder of their fee is deferred until they resume their studies in the future. | |

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| Drafted by | Student Fees Team | 07/03/2025 |
| Approved by | Deputy Finance Director/Executive Finance Director | 30/04/2025 |
| Approved by | Executive Board | 29/04/2025 |
| Review Date | March 2025 | |
| Next Review | March 2026 | |