



Undergraduate Fees 2011/2012

		Theology		Theology & Counselling		Theology, Music & Worship		Theology & Worship (Music Pathway)		Theology & Worship (Non Music Pathway)	
		Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
		£	£	£	£	£	£	£	£	£	£
Tuition Fees	Tuition fees	5,754	3,456	5,754	3,456	6,891	3,456	6,891	3,456	5,754	3,456
	<i>Discounted fee for early Settlement</i>	5,682	3,412	5,682	3,412	6,819	3,412	6,819	3,412	5,682	3,412
Music Tuition Fees	Music Tuition fees	-	-	-	-	-	1,137*	-	1,137*	-	-
Training Fees	Training Weekends	-	-	525*	525*	-	-	-	-	-	-
	Personal Counselling	-	-	360*	360*	-	-	-	-	-	-
Student Body Fees	Student Body Fees	45	45	45	45	45	45	45	45	45	45
Students pay either Residence or Amenities Fees											
Middlesex University Fees	Certificate Registration	545	545	545	545	545	545	545	545	545	545
	<i>Payable in First year only</i>										
	or										
	Diploma and Degree Registration	708	708	708	708	708	708	708	708	708	708
	<i>Payable in First year only</i>										
Residence Fees (for residents)	Single Room	4,776	-	4,776	-	4,776	-	4,776	-	4,776	-
	<i>Discounted fee for early Settlement</i>	4,716	-	4,716	-	4,716	-	4,716	-	4,716	-
	Or										
	Double Room (sharing)	4,092	-	4,092	-	4,092	-	4,092	-	4,092	-
	<i>Discounted fee for early Settlement</i>	4,041	-	4,041	-	4,041	-	4,041	-	4,041	-
Amenities Fees (for non-residents)	Amenities Fee	1,107	558	1,107	558	1,107	558	1,107	558	1,107	558
	<i>Discounted fee for early Settlement</i>	1,093	551	1,093	551	1,093	551	1,093	551	1,093	551
	Or										
	Amenities Fee (excluding lunches)	672	336	672	336	672	336	672	336	672	336
	<i>Discounted fee for early Settlement</i>	664	332	664	332	664	332	664	332	664	332

Fees are per annum unless otherwise stated and are payable termly in advance

* See notes overleaf

Notes on Fees

- **Tuition Fees**

The tuition fee covers your tuition and also includes the provision of an e-mail address.

- **Part Time Tuition Fees**

Students who complete less than a full time course year in an academic year and thus take longer than the standard FT periods to complete a course (i.e. Certificate: 1 year, Diploma: 2 years and Degree: 3 years), will be charged at full Part Time rates for each of the years they are studying in this way.

- **Music Tuition Fees (Music & Worship)**

Music Tuition fees cover the instrumental tuition provided as part of the course. For full time students this is included in the main tuition fee, overleaf.

For Part Time students the fee is shown separately. These students split one course year over two. In one of these part time years the Theology components of the course are studied and in the other part time year the music components are covered. Because of the additional instrumental tuition included in the course, the fees for the year in which the music part of the course is studied will be higher than the Theology. The additional fee only charged in the year when music is being studied is shown under Music Tuition.

- **Training Fees (Theology & Counseling)**

First and second year Theology & Counseling students attend one "Waverley" training weekend (Thurs – Sun) per term. The weekend fee covers the cost of the training and accommodation at Waverley Abbey. The fees for First and second year students are £175 per term as shown overleaf. Third year students attend two training weekend during the year. The charge for this in 2011/12 will be £145 per weekend.

The amount of counseling and personal supervision required by Theology & Counseling students cannot be defined precisely, and students should budget for the approximate costs indicated.

- **Student Body Fees**

The Student Body fee is payable by all undergraduate students, whether full time or part time. It is paid over to the student body which is run independently of the School by the elected student committee.

- **Middlesex University Registration Fees**

The Registration fees are set by Middlesex University and are paid over by LST to the University. They are initial one off charges and are invoiced only in the first term of the first year of study.

The fee for a Certificate course is currently £545. The fee for Diploma and Degree courses is currently £708. Part time students will pay the same total registration fees as full time students.

- **Progressing Students' Re-registration Fees**

Students who originally registered for the Certificate, but stay on for the Diploma or Degree pay a further £163 re-registration fee in the first term of their new course year. There is no additional charge for students who originally register for the Diploma but stay on to complete the Degree.

- **Residence Fees**

The Residence fee covers all term time meals & accommodation costs, together with the provision of a personal telephone line, voice-mail system and computer network socket in each study/bedroom. It does not cover meals or accommodation during the Easter, Summer or Christmas vacations. There is no reduction available if meals are not taken. There is a discounted rate for those who share a room. Fees cover residence from the tea the night before term starts to lunch on the day term ends inclusive. Residence in the vacation cannot be guaranteed and separate rates apply.

- **Amenities Fees (For non-resident students)**

The Amenities fee is payable by all non-resident students. It covers all term time weekday lunches (see below re lunch opt out) & other costs associated with the running of the School, such as the library, administration & facilities etc.

- **Amenities Fees with no lunches**

Full-time non-resident undergraduate students may opt out of lunch only in exceptional circumstances having submitted a written request to and having received written permission from the Administrator.

Part-time non-resident undergraduate students may opt out of lunch having submitted a written request to and having received written permission from the Administrator.

Any written applications must be made to the Administrator by two weeks before the end of the term preceding the term for which the opt-out is requested. New students must apply prior to the start of their first term. Opting out means opting out from all lunches (Mon-Fri).

Unless notified in writing to the contrary, the School will assume that an opt-out once granted, will remain in force for the remainder of the academic year.

Will all students please note that an opt-out cannot be carried forward into a subsequent academic year. Students wishing to continue their opt-out during the next academic year must apply to do so in writing by two weeks before the end of the Summer Term.

Terms of Payment

- **Payment Responsibilities**

Undergraduate Fees (except for Middlesex University fees) are payable termly in advance. Middlesex fees are invoiced in the first term of the first year.

If you withdraw from your course during the year, full fees will be due for the whole term in which you withdraw even if only one day into term. Registration fees cannot be refunded.

If you wish to move out of college accommodation, you are responsible for the residence fees for the remainder of the year or until you can find someone to take your room over.

If you have problems in paying fees, or require financial assistance or information, please speak to the School Administrator. The School has bursary funds to help students with the payment of fees. Help with fees is also available for specific categories, eg. for students' wives.

- **Student Grants / Loans**

All of the London School of Theology Certificate, Diploma and Degree programmes, whether Full or Part Time are "designated" by the Department for Education and Skills (DfES) and as such eligible students are able to apply for the student support applicable to private Higher Education Institutions (Private HEI's).

Discounts

- **Discounts for Early Settlement**

Any student who wishes to pay for the whole year's fees in full is eligible for a discount. To qualify the first terms fees must be paid by the due date in the middle of October each year and the balance must be paid by the 31st October each year.

Bills showing the discounts & the balance due for the rest of the year will only be issued once the Autumn term's bill has been settled in full.

Undergraduates paying only the balance of fees that are not met by their LEA will receive a reduced discount on a pro rata basis.

If you wish to take advantage of these discounted rates, please let the Accounts Department know in writing by the start of the Autumn Term at the latest.

- **Tuition Discounts for Married Couples**

A discount of 25% applies to the tuition fees of one partner of a married couple when both are studying for a full time or part time taught course at LST (The discount applies to Undergraduate and MA/PG Dip courses only).

The discount applies to students who are married before commencing the course but also applies to students who get married during their course. Where students get married during the course the discount will apply from the beginning of the term following their marriage.

The discount will apply to tuition fees only. It will not apply to residence, or amenities fees nor to music tuition fees, including that part of the M & W tuition fee covering music tuition.

Where one student is part time and one is full time the discount will apply to the part time course.

Where both students are either full time or both students are part time the discount will apply to the cheaper course if there is one.

The discount will only apply whilst both partners are registered as full or part time students at LST. To receive this discount application must be made in writing to the School Administrator prior to the start of the term in which the discount is due to apply.

Miscellaneous Charges

- **Application fees**

Application fees are payable by all applicants at the point of application. These rates relate to those who apply during 2010/2011.

- New Students requiring "Confirmation of Acceptance for Studies." (CAS) for Visa purposes £40
- New Students (not requiring Visa) £30

Where students require a second CAS a further fee of £10 will be charged.

• **Tuition Deposit**

Payable to secure a place at the College. but deducted from first term's fees (Non refundable after 1st September) £100

• **Room Deposit**

Payable to secure a place at the College. but deducted from first term's fees (Non refundable after 1st September) £100

• **Refundable Deposits**

- Room Keys £100
- Telephone (If outgoing calls required) £ 50

The room key deposit is fully refunded provided the key is returned on graduation day each year and the room does not require additional cleaning. The telephone deposit is refundable at the end of the year providing no bills are outstanding.

• **Telephone Charges**

Students will be invoiced by e-mail on a monthly basis for their telephone charges. Telephone accounts are also available to Non Resident students for the £50 returnable deposit and monthly line rental charge.

• **Students' Guests (Term Time)**

Guests of students will be charged at the following rates for accommodation and meals.

- Overnight guest in room per night (3 Nights Maximum at this rate) £4.15
- Breakfast £2.40
- Lunch £5.00
- Tea £3.60
- (including VAT at 20%)

• **Vacation residence**

Students may stay in College during the vacation on a limited basis, but their rooms cannot be guaranteed. Booking forms and cost information is provided to students in advance of each vacation. A Discount is available for students who are in residence throughout the whole of a vacation, and is approximately 7% for undergraduates.

• **Laundry Charges**

- Laundry per wash £2.00
- Drying per 10 minutes £0.50
- (including VAT at 20%)

Use of the drying machine should be paid for at Reception. Washing machines are card operated (see below)

• **Photocopying**

- Photocopying per standard copy £0.05
- (including VAT at 20%)

Photocopiers are card-operated (see below)

• **Swipe cards**

Swipe cards are issued free of charge and can be topped up in denominations £10.00 at Reception. Swipe cards are used for the payment of Photocopying and Laundry charges.

• **Examination Transcripts**

- Admin fee for the production of transcript of examination marks £10

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