

## UNDERGRADUATE ANNUAL FEES 2024/2025

(BA Degree, Diploma & Certificate) On Campus, Online & Blended Delivery

| TUITION FEES:  | FULL-TIME                   | PART-TIME     |                        |  |
|--|-----------------------------|---------------|------------------------|--|
|  | ALL PROGRAMMES <sup>1</sup> | THEOLOGY      | THEOLOGY & COUNSELLING | THEOLOGY & WORSHIP PROGRAMMES <sup>2</sup> |
| Programme Fees   | £7,500                      | £4,900        | £5,650                 | £5,900                                     |
| Amenities Fees <sup>3</sup><br>(onsite & blended only) | £1,500                      | £850          | £850                   | £850                                       |
| <b>TOTAL</b>   | <b>£9,000</b>               | <b>£5,750</b> | <b>£6,500</b>          | <b>£6,750</b>                              |

Charge for 10 credit module (for re-sit purposes)      £625

### ACCOMMODATION FEES:

|  |        |
|--|--------|
| Residential Single Room shared bathroom (Full Board-Term time only)  | £6,300 |
| Residential Single Room ensuite bathroom (Full Board-Term time only)   | £7,300 |
| Residential Single-occupancy double Room ensuite bathroom with storage, microwave and kettle (Full Board – Term time only) | £8,000 |

Fees are reviewed annually in accordance with the most recent Office for Students guidelines

London School of Theology, Green Lane. Northwood HA6 2UW  
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<sup>1</sup> For those considering the counselling course (both full time and part time), please see note 4 about the personal and supervision counselling costs which are **not** included in the course fee.

<sup>2</sup> These are for existing students only, as the part time music course is no longer offered to new students

<sup>3</sup> Students registered for the online programme are not charged amenities fees.

# UNDERGRADUATE TERMS & CONDITIONS

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## 1. TUITION FEES:

- Programme Fees

Programme Fees cover tuition for the whole academic year and are non-refundable. Students who withdraw or interrupt their studies during the year are still liable for fees for the entire year. If a student's course is being funded by a student loan and their withdrawal or interruption results in the claw back of funding already received by LST, the student becomes personally liable for this. Students are strongly advised to speak with the registry and accounts teams prior to taking any decision about changing their study intentions, so that they are fully briefed about the possible academic and financial consequences of their decision.

- Middlesex University Registration Fees

Included in the Programme Fees that students pay to LST are fees the School has to pay to Middlesex University to cover the costs of registration and other academic administration associated with their validation of the LST programmes. There is a chance this fee will be triggered for a year even when a student is only resubmitting one or more prior year modules and where this is the case they would be rechargeable to the student separately if the fees charged for the resubmission are not sufficient to cover these.

- Amenities Fees

Amenities Fees cover the use of School facilities, use of the library (both on campus and online), and IT and admin support. Online students are not required to pay amenities fees.

## 2. MAINTENANCE FEES:

- Residential Fees

Residential Fees cover all term-time meals and accommodation. They do not cover meals or accommodation during the Christmas, Easter or Summer vacations. There is no refund available if meals are not taken. Residential Fees cover accommodation from dinner the evening before term starts, until breakfast on the day after term ends. Residency during vacations is subject to room availability and separate rates apply. Further information can be obtained from the Facilities and Catering Managers [enquiries@lst.ac.uk](mailto:enquiries@lst.ac.uk).

Students who wish to move out of School accommodation are responsible for Residence Fees for the remainder of the year or until the School has found a substitute.

For non-resident students, guest rooms can be rented out on a per night basis, which can be helpful if having to travel a long way to the School or there is a pressing need to make use of the library as deadlines loom.

- Lunches on campus for non-resident students

We value community at LST and would hope that students studying on campus will choose to have lunch with the other residential students, faculty and staff members on the days they are on site. Students can either pay by cash or card at the till.

### 3. STUDENT BODY FEES:

A portion of the annual fees charged to all on campus and blended undergraduate students, whether full-time or part-time, is paid over to the Student Body to fund their activities. The student body is run independently of the School by an elected Student Committee.

### 4. SPECIFIC PROGRAMME FEES:

- Music Tuition Fees (Theology & Music and Theology & Creative Musicianship) are included in the programme fees and cover the instrumental tuition provided as part of the programme.
- Counselling Training Weekends (Theology & Counselling) are included in programme fees.
- Counselling costs - there is an expectation for those on the Counselling course to receive 30 hours of personal therapy each year. In the second and third years when students are required to complete a total of 120 hours of client work, they will also need to receive at least 20 hours of clinical supervision (one hour for every 6 hours of client work). Both of these are privately arranged by the student with the therapists and the cost, which can range from £20 to £80 per hour, is covered by the student directly i.e. they are not covered in the programme fee. Please do ensure that you budget for these significant additional costs on top of your normal course fees.

### 5. PAYMENT TERMS AND DISCOUNTS:

- Payment Terms

Fees are invoiced and payable annually in advance.

Payment may be made by instalments, following submission of the Payment Plan Form. If a payment plan is agreed and not adhered to, interest will be added to overdue accounts.

Non-payment of fees may result in withdrawal of access to School facilities.

Students who have difficulties in paying fees, or require financial assistance or information, please speak to the School's Credit Controller on 01923 456127 or email [creditcontrol@lst.ac.uk](mailto:creditcontrol@lst.ac.uk) at the earliest opportunity.

Final year students who have not settled all fees in full by 30<sup>th</sup> April will not be permitted to graduate.

- Discounts for Annual Settlement

Any student who wishes to pay their total invoice (fees and accommodation where applicable) for the year by 31<sup>st</sup> October is eligible for a discount of 1% on the total payable. Students wishing to take up this option should email [accounts@lst.ac.uk](mailto:accounts@lst.ac.uk) and request the Annual Settlement Discount by 1<sup>st</sup> October at the latest. This option does not apply to students whose fees are being financed by a student loan, as the Student Loan Company pays the School fees by installments.

- Tuition Discounts for Married Couples

A discount of 25% applies to the Programme 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 Master/Postgraduate Diploma programmes only and to the lower of the 2 sets of fees). Further information can be obtained from the Accounts Department upon request.

## 6. DEPOSITS:

- Fee Deposits

All students are required to pay a Fee Deposit to secure their place at the School. For UK and EU students and online international students the deposit is £250 and for international students intending to travel to the UK and requiring a CAS number £5,000 if wanting to stay on campus or £3,500 if arranging your own accommodation. This deposit (less Room Facilities Deposit where applicable) will be applied to the first fee invoice. The deposit (or in the case of international students an amount of £250) is non-refundable if you withdraw after 1<sup>st</sup> September 2023. Where 100% of a student's fees are covered by the student loan and they have no other further costs to pay, the deposit will be refunded at the end of the academic year.

- Room Facilities Deposit

For those who wish to be resident on campus, an amount of £150 will be taken from the Fee Deposit and be used as a Room Facilities Deposit. This deposit is refundable, provided that the room key is returned at the end of every term and the room does not require additional cleaning.

If a student withdraws from their confirmed accommodation after the 1<sup>st</sup> September 2024, the Room Facilities Deposit will not be refunded.

## 7. INDIVIDUAL MODULE PRICE (for the unassessed auditing of an onsite module by anyone other than an existing full time LST student)

|   | UNASSESSED |
|---|------------|
| Per 10 credit module per semester (on campus) | £515       |
| Discounted rate for Spouses / Alumni          | £260       |

Subject to:

- Availability (i.e. maximum class sizes)
- Programme leader approval
- A maximum of two 10 credit modules being audited at any one time

Includes use of college facilities including the library.

## 8. FINANCIAL HARDSHIP

If students are not able to meet the agreed payments, they must inform the School's Credit Controller at the earliest opportunity by email to [creditcontrol@lst.ac.uk](mailto:creditcontrol@lst.ac.uk) or phone 01923 456127 and provide an alternative payment plan for approval by the Credit Controller.

- Payments must be made according to the mutually agreed payment plan and new circumstances must be communicated as soon as they arise.
- The School has limited bursary funds to assist existing students with financial difficulties. Bursary applications can be made throughout the year for consideration by the Bursary Committee, which meets once per term.

## 9. STUDENT LOANS

- All of the School's Undergraduate Certificate, Diploma and Degree programmes, whether full time or part time, and whether on campus, online or blended delivery are all "designated" by Student Finance <https://www.gov.uk/student-finance>, and as such eligible students may apply for the student support applicable.
  - The School receives the Tuition Fee Loan on behalf of the student. If for any reason, the loan is recovered by the Student Loan Company, the student is responsible for paying the School any shortfall in fees, even if no longer studying at the School.