

University of Surrey
Access Agreement Relating to Variable Tuition Fees from 2011/2012

1. Introduction

The University of Surrey is a research-led university, with a range of undergraduate and postgraduate programmes targeted at producing graduates with a first class education, and with the professional knowledge and skills to make them highly desirable employees in the world of work. This, together with the Professional Training Year, taken by around 60% of Surrey's undergraduate students, contributes to the University's enviable record of being consistently at, or near, the top of the employment league for UK universities.

This Access Agreement has been developed as a result of the University's decision to charge UK and EU students the maximum fee prescribed (defined as the 'higher amount' in the Higher Education Act 2004) for its full-time UG programmes. [Throughout this Agreement we use the term 'Surrey standard fee' for fees at this level, set at £3,375 pa for the 2011-12 academic year, and we use the term 'basic fee' for fees at the level of the 'basic amount', as defined in the Higher Education Act 2004, set at £1,345 pa in 2011-12.].

This Access Agreement reflects the University's appreciation of the need to moderate the financial impact of the Surrey standard fee in a variety of ways; for example, where programmes exceed standard length or incorporate particular features we wish to encourage, such as the Professional Training Year, and it also recognises that there is a strong emphasis in our portfolio of programmes on subjects which are of national importance, but to which it is difficult to recruit, such as science, engineering and languages. It is, therefore, underpinned by measures to maintain and strengthen the quality of our undergraduate intake to all such programmes.

The University is providing a substantial range of generous bursaries and scholarships, funded from variable tuition fee income, in order to counter, as far as is possible, the effect of higher rates of fees on students from disadvantaged backgrounds, thereby maintaining and enhancing our long-standing commitment and track record in this area.

The University is committing approximately one third of its annual additional tuition fee income to direct forms of student support, such as bursaries, scholarships and extended programme awards, with the balance of the additional income being used to further improve the delivery of high quality education to our students, addressing academic and support service aspects of delivery such as student/staff ratios, the provision of dedicated resources to support student independent learning and study, and improvements in our widening access and participation activity.

The University of Surrey currently has Associated Institution agreements with The Royal Academy of Dance and the Academy for Contemporary Music. Of these institutions, the Royal Academy has decided against the implementation of variable tuition fees, whilst the Academy for Contemporary Music has chosen to charge the Surrey standard fee, and to award bursaries to undergraduate students in accordance with the specifications laid out in this Agreement. The conditions within this Agreement, therefore, relate to the University of Surrey and the Academy for Contemporary Music. The specifications for scholarships, however, relate to the University of Surrey alone, and not to the Connected Institutions.

2. General

The fees, bursaries, scholarships and awards defined in this Agreement are specified for a full time student. For a student registered on a full time programme who is, exceptionally, taking a part of the programme on a part time basis (for example repeating part of a year), the amount of the tuition fee, bursary, scholarship and/or award (if appropriate) will be pro-rata to the proportion of the full-time year they are taking (to be measured in terms of the number of credits for which they are registered). Other part time registration is not covered within this Agreement.

All fees, bursaries and scholarships described in this Agreement relate to undergraduate students only, and apply to all cohorts of students admitted to the University with effect from September 2006. Eligibility for each category is defined in the relevant section.

The bursaries, scholarships and awards will only be available to students paying the Surrey standard fee, as defined in this Access Agreement, with individual sections defining eligibility for each type of award. Any student paying the basic fee will not be eligible.

3. Tuition Fees

3.1 General information

Details of all University of Surrey tuition fees (and other related information) are promulgated through the University's website, and are regularly updated. The fee levels quoted in this Access Agreement relate to the 2011/2012 academic year and to UK and EU students only. These fees may be increased in line with inflation in subsequent years.

3.2 Surrey standard fee

The University of Surrey will charge a standard fee of £3,375 per annum for undergraduate students on all programmes, apart from the exceptions detailed below (sections 3.3 – 3.4).

3.3 Professional training year

For students undertaking the Professional Training Year as part of their University degree programme, a fee of approximately 15% of the Surrey standard fee (£505 at the 2011/12 rate) will be charged, although students on MChem programmes will be charged a fee of 25% (£845).

3.4 NHS funded students

As students on NHS-funded degree programmes fall outside of the variable fees regime, they are excluded from the enhanced fee provision, and from the related bursaries, scholarships and awards defined in this Access Agreement.

4. Bursaries

4.1 General information

Bursary levels quoted in this Access Agreement relate to the 2011/2012 academic year, and to all eligible, variable fee paying students. The bursary provision defined in this Agreement applies to UK students.

4.2 Surrey Bursaries

Bursaries will be provided to all students who are eligible for maintenance support, or a Special Support Grant, and/or whose residual household income has been assessed at a level up to £30,000/£35,000. Bursaries will be awarded according to income bands and year of entry, as detailed below:

Household Income Range	Pre-2011 Entrants Bursary Amount	2011 Entrants Bursary Amount
Up to £10,000	£2,100	£1520
£10,001 – £15,000	£1,575	£1420
£15,001 – £20,000	£1,050	£1000
£20,001 – £25,000	£785	£880
£25,001 – £30,000	£625	£660
£30,001 - £35,000	£525	-

These bursaries will be payable to students for all academic years of their programme (excluding the Professional Training Year with its substantially reduced fee rate), regardless of any other bursary/scholarship or financial support received.

4.3 Surrey Enhanced Bursaries

Pre-2011 students who qualify for a Surrey Bursary and who also attain one of the scholarships defined in Section 5 of this Agreement, or who qualify for an Extended Programme Award (see Section 6) will automatically have the value of their bursary doubled, for the duration of the original award.

4.4 In2Surrey Award

Through the University's In2Surrey Scheme, any eligible entrant who successfully completes an assessed learning module and meets the modified offer will receive £500 on entry to the University. Any In2Surrey entrant who not only successfully completes the assessed learning module, but also meets the requirements of the University's standard offer will receive an award of £1000.

5. Scholarships

5.1 General conditions pertaining to the Surrey scholarships detailed below

A scholarship, as defined below, may be held at the same time as a Surrey bursary, but a student may not hold more than one scholarship at any one time, and may not hold a scholarship at the same time as an Extended Programme Award (see Section 6). Any student holding a scholarship payable in the academic year following the Professional Training Year (where taken) may apply to have this scholarship paid a year early, i.e. during their Professional Training Year. A significant proportion of scholarship awards are made to UK students from lower income households, and who therefore qualify for a Surrey Bursary. Some scholarships are, however, also available to EU and international students, who are currently not eligible for bursaries.

5.2 Scholarships for 2011 Entrants

5.2.1 Entry scholarships of £2,000 pa will be awarded to all UK/EU students admitted to programmes in Physics, Chemistry and Languages achieving an excellent academic standard at entry. The reference level for the award of these scholarships will normally be grades AAA in 3 subjects at 'A2' level, excluding General Studies, or an equivalent level of academic attainment, as determined by the University, prior to admission.

5.2.2 To support our Widening Participation programme and the University's Commitment to Care Leavers, the reference level for the award of an entry scholarship to care leavers and travellers will normally be grades BBB at A level, or equivalent.

5.2.3 Performance scholarships of £1,000 pa will be awarded to all students who achieve first class results in their end-of-Level 1 or 2 assessments; the reference level for the award of these scholarships will be marks of 70% or more. These scholarships will then be retained for all following levels (i.e. each year) of the programme, other than the Professional Training Year and any extended periods of study, subject to the student achieving marks of 70% or more in the relevant end-of-level assessments.

5.3 Scholarships for Pre-2011 Entrants

5.3.1 Entry scholarships of £1,000 pa are awarded to all students achieving an excellent academic standard at entry. The reference level for the award of these scholarships is normally grades AAB in 3 subjects at 'A2' level, excluding General Studies, or an equivalent level of academic attainment, as determined by the University, prior to admission. These scholarships are retained for all levels (i.e. each year) of the programme, other than the Professional Training Year, and extended periods of study, subject to the student achieving marks of 60% or more in the relevant end-of-level assessments.

5.3.2 To support our Widening Participation programme and the University's Commitment to Care Leavers, the reference level for the award of an entry scholarship to care leavers and travellers is normally grades BBB at A level, or equivalent.

5.3.3 Performance Scholarships

Performance scholarships of £1,000 pa are awarded to all students not in receipt of an Entry Scholarship who achieve first class results in their end-of-Level 1 or 2 assessments; the reference level for the award of these scholarships are marks of 70% or more. These scholarships are then retained for all following levels (i.e. each year) of the programme, other than the Professional Training Year and any extended periods of study, subject to the student achieving marks of 60% or more in the relevant end-of-level assessments.

6. Extended Programme Awards

For students on a defined set of extended-duration undergraduate programmes (such as an MEng), the Surrey standard fee will be charged for all academic years (pro-rata for any part year at the end of a programme) but an Extended Programme Award of £1687 pa (pro-rata for a part year) will be made for required periods beyond the standard three years (or four years if including a Professional Training Year) of an Honours programme. This Award recognises the extra cost to the student of these longer degrees, and its value is reviewed and adjusted annually, in line with increases to the Surrey standard fee. Bursaries as defined in Section 4 may be held at the same time as Extended Programme Awards but Scholarships (see Section 5) cannot. The provision of Extended Programme Awards applies to both UK and EU students.

7. Provision of information to students

7.1 General information

The University of Surrey's Undergraduate Prospectus, which is published annually, gives general information on fees, bursaries, scholarships and awards defined within this Access Agreement. Further information is available on the University's website, and this is updated, as appropriate, during each admissions cycle/academic year. Any additional programme material includes detail where relevant. Information includes examples showing fee and bursary levels (and possible scholarship enhancements) for a range of individual circumstances.

7.2 Individual student information

During the admissions cycle, the University contacts each applicant holding an offer to confirm the level of fee payable for the degree programme, and to provide the latest information on bursaries and scholarships, payment processes and the timing of awards. In the case of students accepted during Clearing, information on fees and financial support is issued as part of the Welcome/Induction process

Continuing students are informed annually about the level of fees payable for the next year of their programme, together with bursary information (as above) and confirmation of the continuation of any scholarships or of any new scholarships or awards granted. This is accompanied by information on payment processes and the terms and conditions associated with each award.

7.3 Outreach information

Talks about student finance and support, including fees, bursaries and scholarships, are included within various University Open Day, Information Day and outreach activities.

8. Outreach activity

8.1 Background

The University of Surrey has long promoted widening access and participation, and will continue to retain its dedicated teams of staff within the Educational Liaison Centre (ELC) and the Faculties to implement the University's Widening Participation and Outreach Strategy. ELC and the Faculty School Liaison Officers work with our academic staff and with our Student Recruitment Office to provide activity that reaches out to students from a variety of disadvantaged backgrounds. They use central funding to support a range of activities which include:-

- Student Tutoring and Mentoring Schemes
- Taster Days and Summer Schools
- Sixth Form Lecture programmes and conferences
- Hands-on activities for students from Year 6 to Year 13
- Subject-specific activity delivered by our academic staff
- Community volunteering by both staff and students

8.2 Current and Ongoing Activity

The range of activities outlined above will continue to be managed by the ELC Team and the Faculty School Liaison Officers, who implement the University's Widening Participation and Outreach Strategy which, together with this Access Agreement, are aligned with our Widening Participation Strategic Assessment. Additional income from variable tuition fees continues to be used to support widening participation and outreach activity and in particular, a sum of £100,000 per annum is set aside to support specific themes derived from the Widening Participation and Outreach Strategy.

9. Enhancing the student experience

The University has an ongoing commitment to enhancing the student experience, and has made significant investments to date in a variety of projects aimed at achieving this, including making substantive physical improvements to a range of student-facing services and the development of a Library Resource Centre to provide support for student independent learning and study.

The investment of additional, variable tuition fee to underpin this commitment will continue, with a focus on improving the student academic experience by reducing staff/student ratios in certain academic areas, supporting e-learning developments, providing additional library resources, and conducting research into the student experience which will be used to inform future investment decisions.

10. Milestones

The University monitors the success of its bursary and scholarship provision by close scrutiny of applications and acceptances to individual degree programmes, and the number of awards made to students annually, as a proportion of the variable-fee paying student population. This scrutiny also includes the household income profile of students receiving scholarships and bursaries, and the number of care leavers and travellers to whom awards of bursaries and/or scholarships have been made.

A report is produced each year focussing on this information, and future bursary and scholarship provision will be reviewed, and amended where necessary, according to the University's success in maintaining and enhancing, where possible, the number of students coming from disadvantaged backgrounds.

The University of Surrey has developed a robust set of management data to address its widening participation enrolment benchmarks. Reports can be obtained from the Management Information System and these provide analyses for the following student categories: Age, Gender, Ethnicity, Disability and Social Class which can be made available down to programme level. Progression data is also available.

The University will continue to monitor its performance against the relevant HEFCE widening participation benchmarks with the intention of achieving or exceeding benchmarks, particularly in respect of students from lower socio-economic groups (NS-SEC 4 -7).

11. Monitoring arrangements

All fees, bursaries and scholarships are administered centrally by the University Registry. Data is compiled every year by the Registry, with support from the Planning and Finance Departments, where appropriate, on the administration of fees, bursaries, scholarships and other aspects of this Agreement, including information on the achievement of the milestones, and is subsequently subject to review by the University's Executive Board. A summary of these data will be contained within the Annual Monitoring Return with reference to achievement of the milestones indicated above.

Internal Audit will also periodically review the basis on which these data are collated, for report to the Audit Committee and thence to Council.

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