

ACCESS AGREEMENT
September 2009

1. **INTRODUCTION**

York College has a long history of delivering high quality and supportive higher education provision which meets local employer and community needs, as well as responding to and attracting national recruitment. Significant steps have been made to ensure support is provided to attract under-represented applicants, facilitate local progression arrangements, and widen participation in HE. The College strives to ensure fair and equal access to HE courses for all those who wish to, and are able to, benefit from developing their skills and knowledge to a higher level.

The College has actively been engaged in a significant range of initiatives that contribute to this continued engagement through Aimhigher initiatives, for example through the work led by the College undertaken by the York and North Yorkshire Progression Partnership, and is currently a founder member of the Higher York Lifelong Learning Network.

This Access Agreement has been submitted to reflect the requirements to cover the institutional costs set by the awarding institution to register the student to the award on which they study. Therefore, this Agreement is submitted to reflect the costs which the student is required to cover linked to the tuition fees charged by the College from September 2009.

2. **FEE LIMITS**

2.1 This Agreement applies to all courses for which York College receives funding directly from the Higher Education Funding Council for England, including provision where funding is allocated to the College via the Higher York Lifelong Learning Network.

The only courses which are exempt from this Agreement in 2009/10 is the first Year of validated 'extended' pathways (i.e. Foundation Year) to Foundation Degrees and Undergraduate Awards offered by Higher York Lifelong Learning Network providers, and other HEI partners of York College. The tuition fees for the first Year (Foundation Year) of these programmes in 2009/10 will be **£250** prior to progression onto the second year of the named award, when the partner institutional arrangements will apply. Higher York Lifelong Learning Network Partners are:

- York College
- University of York
- York St John University

- Askham Bryan College

Other partner HEI where 'Extended' pathways (which include the Foundation Year) have been articulated are;

- Leeds Metropolitan University
- Sheffield Hallam University

A Bursary of £250 will be offered to students who are accepted onto the Extended route (Foundation Year) programme who are;

- 19 years of age or older at the start of the course, and
- Have no full Level 3 qualification in a relevant discipline.

The fee charges for in-directly funded provision offered at the College will be determined by the University providing the funding.

2.2 Students included within this Agreement

All students who are eligible to pay EU tuition fees are included within this Agreement. Overseas students recruited to provision offered at York College are subject to fees determined by the College, which are renewed annually by the Fees Policy Group.

2.3 Review of Agreement

This Agreement will be renewed annually by the College Fees Policy Group and approved by the Senior Management Team.

2.4 Tuition Fees

From September 1st 2009, York College will charge an annual fee of **£1,585** to students on full-time HEFCE Funded courses. This fee will not apply to current students on programmes commencing prior to September 1st 2009.

Fee levels beyond 2009/10 for all students will be subject to the annual increases set by the awarding institutions, and inflationary increase announced by the Government.

3. **BURSARY SCHEME**

The bursary arrangements for students studying the 'Extended' (Foundation Year only) pathways at York College is covered within section 2 above.

For all other HE programmes York College will not be operating a bursary scheme as this Agreement has been submitted to cover actual costs met by the College, and which can be incorporated within the student loan arrangements. The total fee is calculated for 2009/10 using an assumed tuition fee of **£1,285.00 p.a.**, plus a cost of **£300.00 p.a.**, to cover registration costs and administration to process payments to the awarding institution.

Therefore, this Agreement provides the College with the ability to claim the full costs incurred from the student, and will not disadvantage the student by ensuring that there is no 'up front' costs, and these costs can be incorporated into individual loan agreements.

4. **PROVISION OF INFORMATION TO STUDENTS**

Clear information about HE fees at York College, and the financial assistance available students will be accessible in the College HE Prospectus, website, College and course literature, leaflets and advice through the College's Central Learner Services, Customer Service Unit and other information advice and guidance services utilised locally, and at interview.

All students receive information on payment arrangements, which include support for individual payment plans to meet individual requirements.

Internal communication will ensure an accurate and consistent message is disseminated and clearly understood, which will be managed through the College Fees Policy Group.

5. **OUTREACH WORK**

The College will continue to engage with local and sub-regional initiatives and agencies to attract under-represented clients into learning. This will be through existing strategies rather than through any additional resources generated by the income received from the tuition fees charged through this Agreement.

The main activities will be through the work of Aimhigher and the Higher York Lifelong Learning Network.

6. **PERFORMANCE MEASURES**

The College will measure the impact of participation in HE through;

- An increase in higher education recruitment
- Improved progression from College FE into HE
- An improvement in retention, attendance and achievement of HE students

- An increase in awards and provision available to meet employer demand
- Regular review of learner feedback
- Monitoring of student profiles in terms of age, gender and levels of disadvantage

7. **INSTITUTIONAL MONITORING ARRANGEMENTS**

Arrangements will be introduced to report on the impact of this Agreement through the following;

- Fees Policy Group
- HE Quality Group
- Senior Management Team

The Assistant Principal (Lifelong Learning and HE) has responsibility to report and monitor compliance with the commitments stated within this Agreement.