

# **Tuition Fee Operational Guidelines 2025/26**

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This document contains guidance on the Tuition Fees you will be charged and how they are calculated while studying at Royal Holloway, University of London. It should be read alongside your Offer Letter which contains links to the Terms and Conditions, Admissions Policy and the Student Fee Regulations (links are also available in section [10. Links to policy and regulations](#)). This document will be reviewed regularly and updated as necessary.

## 1. Your Tuition Fees and how to pay them

### How do we calculate your fees?

Your Tuition Fees are calculated each year and are based on:

- Fee Status – Your fee status is set in accordance with the Government's Department for Education, who's regulations identify what categories of student are eligible for the "home" rate. These regulations take into consideration a student's nationality and/or UK immigration status, country of residence and course start date. The Admissions team will decide your fee status based on the information you give in your application. They may ask you to complete a fee status questionnaire to confirm this. If you think you've been placed on the incorrect fee status, contact [applicants@rhul.ac.uk](mailto:applicants@rhul.ac.uk) where the Admissions team will require more information to reassess you. Details of the fee status process can be found [here](#). Decisions of the Admissions team are final.
- Mode of Attendance – This is whether you are studying full-time or part-time. If you are a studying part-time, your fees are 50% of the full-time applicable fee for each study year. If you are studying via Continuing Professional Development mode, please see [5. Tuition Fees for students studying via Continuing Professional Development \(CPD\) mode](#).
- Course Fee Band – Your Tuition Fees will change depending on the cost of your course. If you change your course during the year, you will be charged at the new rate for the whole year.
- Joint course – The fee charged depends on the course title.
  - Joint courses with an 'and' in the title are charged the higher cost of the two courses.
  - Joint courses including 'with' in the title are charged according to the fee band of the main course listed first in the title.

### Tuition Fees deposits

#### Deposit scheme for 2025/26

Information on the University deposit scheme can be found in the [Admissions Policy](#) and [Student Fee Regulations 2025/26](#).

### Students who have funding from Student Finance England, Wales, NI or Scotland

Undergraduate and postgraduate students who qualify for funding from the Student Loan Company (SLC) through Student Finance England, Wales, NI or Scotland need to apply every year for funding – we advise applying approximately 6 months before your course starts to make sure you receive your maintenance and Tuition Fee loan in time for the start of your course. If you apply late for funding, you will be liable for your Tuition Fees until we receive confirmation of your funding being approved.

### University Scholarships and Bursaries

If you are awarded a scholarship for your tuition fees, this will be applied and depending on the amount of the award, the remaining balance will be shown on your Campus Connect account once you have fully enrolled.

For undergraduate students funded by the SLC, the University will update your record with the SLC to reflect the actual balance owed. Students should not update the amount of tuition fee loan they wish to take directly with the SLC as the University will make the relevant changes to your liability with the SLC.

Any changes to your account / SLC will be communicated to you, normally within five working days. The [Scholarships and Bursaries](#) page provides further information on the scholarships and bursaries available in 2025/26 and their Terms and Conditions. Should you have a query relating to the scholarships listed on this page, please contact [applicants@rhul.ac.uk](mailto:applicants@rhul.ac.uk):

### EU Tuition Fee Reduction Scholarship

Since 2021/22 EU students have been classified as International Students for fee purposes.

- ☐ **For students who started their programmes in or before 2021/22** a fee reduction scholarship was offered equivalent to the difference between the Home and International fee for the full duration of their course.
- ☐ **For students who started their programmes in 2022/23** a fee reduction scholarship was offered that is equivalent to a 60% reduction in the difference between the Home and International fee for the full duration of their course.
- ☐ **For students who started their programmes in 2023/24** a fee reduction scholarship was offered that is equivalent to a 30% reduction in the difference between the Home and International fee for the full duration of their course.
- ☐ **For students starting programmes from 2024/25 onwards full International fees apply.**

To receive the fee reduction scholarship, you must have met the following eligibility criteria:

- ☐ Be classified as overseas for fees purposes.
- ☐ Be an EU national on 1 September before the start of the course.
- ☐ Have started your current course before 2024/25.

Recipients of the EU fee reduction scholarship are eligible to hold a second Royal Holloway scholarship.

Students that started their course with us after September such as EU Postgraduate Research students and met the above criteria will be eligible for the EU Tuition Fee Reduction Scholarship relevant to the academic year in which they started.

For further information please see the [Tuition Fee Regulations](#).

### Staff discount

A discount may be available for permanent staff of Royal Holloway depending on the course of study taken. Further information on the level of discount and the policy is available on our [website](#).

## How will discounts, scholarships and bursaries be applied to my account?

Scholarships reductions are applied to a student's total fee liability, followed by any further discounts:

**Example: If the course fee is £10,000 and the student qualifies for a £4,000 scholarship and the RHUL alumni discount, then the liability will be calculated as £5,100:**

<i>Full Fee</i>	<i>10,000</i>
<i>Scholarship</i>	<i>4,000</i>
<i>Total</i>	<i>6,000</i>
<i>Alumni Discount (15% of 6,000)</i>	<i>900</i>
<b><i>Total fee liability</i></b>	<b><i>5,100</i></b>

Bursary cash awards will be automatically paid by bank transfer to eligible students at the end of each term. You can only be awarded if you:

- ☐ are eligible for the award,
- ☐ apply to Student Finance for the full maintenance and tuition fee funding, and
- ☐ have given permission to the SLC to share your verified household income and the details of your maintenance loan.

Please note that bursary awards can be delayed if any of the above information has not been completed or your bank details on the Student Finance portal are incorrect. Please see our [FAQs](#) for more information.

## What happens if I don't pay my Tuition Fees?

**You have ultimate responsibility for the payment of your Tuition Fees.**

### Responsibility for payment

You remain responsible for the Tuition Fees even where sponsorship agreements have been approved. The University will seek to recover Tuition Fees directly from you in cases where payment from other approved sources is not forthcoming. This means that you are liable to pay your tuition fees if we don't receive payment from your sponsor or third party by the due date.

### Non-payment of Tuition Fees

If, for any reason, you are unable to pay your Tuition Fees by the date they are due, you should contact Student Fees ([student-fees@royalholloway.ac.uk](mailto:student-fees@royalholloway.ac.uk)). In cases of genuine difficulty, the University will take reasonable steps to support you, which may include agreement to payment by instalments or another payment plan arrangement.

The University reserves the right to take action against students who fail to pay their Tuition Fees or make satisfactory arrangements to pay. Unless alternative arrangements have been agreed, Student Fees may withdraw your University IT access, which includes but is not limited to; removing access to MS Teams; removing access to Moodle; and disabling your student ID card (preventing your access to certain services on campus, for example the Library).

Should you continue to fail to pay your Tuition Fees or if you do not make meet any agreed payment terms the University may, at its discretion (and where applicable following the appropriate process):

- ☐ Not permit you to re-register. You may also be withdrawn from the course of study;
- ☐ Not issue you with a final award certificate;
- ☐ Not permit you to attend the Graduation Ceremony; and/or
- ☐ Not be issued with any academic reference.

In addition, we may take legal action to recover unpaid Tuition Fees. This will involve the University referring you to legal debt recovery and/or external agencies to pursue payment. The University will also seek recovery of the costs associated with the legal process.

If you are in the UK under a Student Route visa, suspension of or withdrawal from your course of study will result in the University notifying UK Visa and Immigration (UKVI) and you will need to leave the UK. Your ability to apply for a new UK visa may be affected.

### **Late Payment Charges**

A late payment charge of £100 will be applied to tuition fee balances of £500 and above which are **14 days** past the due date.

### **Tuition Fee increases for continuing students (“Transitional Fees”)**

As a continuing Overseas student or Home Postgraduate Taught student starting on or before 2025/26, your new year’s tuition fee will never be more than 5% of what you paid for the previous year. We will charge you what the new incoming students’ fee is for that year, and if that fee is over 5% of what you paid last year, we’ll cap the increase in cost at 5%.

Home Undergraduate student tuition fees are subject to amendment in line with Government policy. An amendment to fees will be notified to students via email in advance of the change which will commence the following academic year from the date of notification.

For Home Postgraduate Research students, we adopt the minimum fee level recommended by the UK Research Councils for the Home tuition fee. Each year, the fee level is adjusted in line with inflation (currently, the measure used is the Treasury GDP deflator). For more information on the Research Council Indicative Fee please see the [UKRI website](#).

**Example:** An Overseas student started the BA English course in 2024/25 and was charged £23,800. For new Overseas 2025/26 students, the fee is £25,900. As the fee increase from 2024/25 is more than 5%, the student will be charged the 2024/25 fee plus a 5% increase, £24,990, for their second year in 2025/26.

Repeating students will also have the costs of re-attending modules capped as per the above.

## 2. Tuition Fees for repeating & resitting modules

### Repeat fees

A repeating student is someone who has not been permitted to progress and is re-attending previously taken modules. Repeating students are charged on a pro rata basis according to the number of credits in the modules they are taking which is calculated in the following way:

$$\text{Repeat Fees} = (\text{number of credits taken} / \text{full credit load}) \times (\text{applicable full-time fee})$$

**Example:** A Home student is repeating 3 modules of the BA Economics course in Year 3. Each of the modules is 30 credits. The student is taking 90 repeat credits. Therefore, the fee that is owed is:

$$90 (\text{repeating credits}) / 120 (\text{UG full credit load}) \times \text{£}9,535 (\text{full-time fee}) = \text{£}7151.25$$

### Resit fees

In 2025/26 there will be no fees for resitting assessments without attendance. Repeating modules with attendance still incurs a fee, see above.

Please note that if you are only resitting exams, you will not be entitled to any Student Finance funding as you will not be in attendance.

## 3. Postgraduate Research Students and Guest Researchers

### Early Submission of Thesis

If a research student submits their thesis before their submission deadline and during their designated writing up year, they are entitled to a pro-rata refund, which is calculated according to the date of submission in relation to their submission deadline. The pro-rata refund does not apply to students who submit before their writing up period starts.

When candidates for research degrees have submitted their thesis for examination, they are required to continue to 'sign-up'/enrol for each academic year until they are awarded under the University's regulations. If a research student submits within one month of starting their writing up year (or by 31 October if they have a standard September start of writing up year date), they are not required to pay any writing up fees for the up-coming academic year. No further fee will be charged unless they are required to resubmit their thesis in which case they are expected to pay a flat fee which covers their access to supervision and library facilities during the resubmission period.

### Writing Up Fees

The Postgraduate Research Writing Up Fee for 2025/26 is:

Mode of Study	Writing Up Fee
Full Time	£520 (2025/26)
Part Time	£260 (2025/26)



## Resubmission Fees

2025/26 Fees	Masters by Research	MPhil	PhD
Resubmission period	6 months	12 months	18 months
Resubmission without second viva	£170 (25/26)	£335 (25/26)	£410 (25/26)
Resubmission with second viva	£325 (25/26)	£635 (25/26)	£740 (25/26)

## Bench Fees

Departments can exceptionally charge 'additional research costs' to research students where the proposed research entails the use of expensive equipment or materials or involves extensive travel or fieldwork costs. Departments must have the approval of the Fees and Scholarship Committee for the proposed fee and must inform Student Fees of the approved fee. The prospective student must be informed in writing of their fee liability and payment terms prior to admittance to the University. Additional costs / 'bench fees' may, on occasion, be applicable to Postgraduate Taught students. In which case, the same approval process shall be followed as for Research students.

## Extension Fees

If a research student has been granted an extension to their submission deadline through a suspension of regulations, they are liable for an extension fee. This extension fee may be waived at the discretion of the Associate-Pro-Vice-Chancellor (PGR), or nominee:

- For extensions of up to one month: no fee
- For extensions of more than one month and up to six months: the fee for 2025/26 is £540
- For extensions over six months: the fee for 2025/26 is £540 for the first six months plus a pro-rata charge for each additional month.
- In the event of submission before the extension deadline you will not receive a pro-rata refund.

## Guest Researchers

For information on fees and the process to become a Visiting Research Student, please visit this page of the [website](#).

## 4. Study Abroad and Year in Industry / Business Students

### Incoming Students

#### Turing students for 25/26

Fees are charged on Campus Connect to the student but are covered under the Turing scheme and the student is not liable for any fees.

#### International Exchange students

Fees are charged on Campus Connect to the student, but there is often a partnership agreement with the home institution, so you may not be charged directly. If you are liable for any fees, this will be shown on your Offer letter.

#### Study Abroad students

Students who come to study at Royal Holloway outside of either the Turing or International Exchange agreements are classed as Study Abroad students. Fees will be charged as below (2025/26 academic year):

Length of study	Study Abroad / international exchange students UG	Study Abroad / international exchange students PGT	Study Abroad / international exchange students PGR
Full year	£ 16000 (Band A UG OS)	£ 20,800 (Band A PGT OS)	£ 19,800 (Band A PGR OS)
Autumn term	£ 8,000	£ 9,360 (45% of band)	£ 8,910 (45% of band)
Spring & Summer terms	£ 8000	£ 11,440 (55% of band)	£ 10,890 (55% of band)

### Outgoing Students - year spent on a student exchange, in industry or on placement

Undergraduate fees for a student studying for a year abroad, in industry or on placement are set as a percentage of the full-time fees applicable in that year as follows:

Fee status	Year out	Type	Fee
UK	<b>International Exchange and LLC Year Abroad:</b> includes studying abroad for integral second year, or via an International Year pathway, or via the Optional Placement Year (OPY) <u>study</u> pathway or via the Year Abroad	Study	15%
International	<b>International exchange:</b> Integral 2 <sup>nd</sup> year		100%
	<b>International exchange</b> (includes an international year pathway <b>or</b> via the OPY study pathway)		15%
UK / International	<b>Optional or Integrated Placement Year <u>in the UK</u>:</b> work or volunteering only	Work or volunteering	20%
	<b>Optional or Integrated Placement Year <u>outside the UK</u></b> work or volunteering only		15%

Student Finance England have maximum loan limits in place for Home students studying abroad (15%), working abroad (15%), or working in the UK (20%). The University fees should therefore match your loan eligibility to ensure that you are able to cover the costs of the activity.

## Postgraduate Taught students

Eligible Postgraduate Taught students who go on a year in industry pay Tuition Fees at a rate of 20% of the relevant course fee applicable in the year the industrial placement takes place.

**Example:** A Home student is on an MSc Data Science & Analytics with a Year in Industry course and is going on a Year in Industry in 2025/26. The fee for 2025/26 will be 20% of the full course fee, calculated as:

$$£14,400 \text{ (full time course fee 2025/26)} \times 20\% = £2,880$$

## Postgraduate Research students

Eligible Postgraduate Research students who go on Turing and International Exchanges pay full Tuition Fees to Royal Holloway for the time spent abroad. Visit the website for more information on International Exchanges.

## 5. Tuition Fees for students studying via Continuing Professional Development (CPD) mode

Students who are studying Postgraduate Taught courses on a part-time basis over 3-5 years are considered to be CPD students. CPD students are charged for the credits they are taking in each academic year. The cost of the credits will be pro-rated according to the full-time fee applicable for that course in that academic year and rounded up to the nearest £5.

Students who change mode from full-time/part-time to CPD will have their fees adjusted so they are charged for the credits they are taking per academic year. Any payments already received by the University above the adjusted fee will be held as credit on the students' account.

**Example:** A Home student on an MSc Information Security course is taking 3 modules. Each module is 20 credits so the billing is worked out as:

$$60 / 180 \text{ (full PG credit load)} \times £14,400 \text{ (full-time fee 25/26)} = £4,800$$

This will mean that the overall cost of studying the course via CPD mode is higher than studying it full-time in one year, as an inflationary increase of up to 5% could be applied to each subsequent year of study.

**Example:** A student taking the MSc Information Security full-time in 2023/24 would be charged £12,600. If the same student takes 3 years to study the MSc Information Security doing 60 credits every year, the cost would be as follows:

2023/24 cost  $60/180 \times 12,600 = £4,200$  (rounded up)

2024/25 cost  $60/180 \times £13200 = £4300$  (rounded up)

2025/26 cost  $60/180 \times £13860 = £4620$  (rounded up)

Total cost over 3 years = £13120

Please note that students studying via CPD will not be eligible for funding through Student Finance.

## 6. Audit and Extracurricular courses

Students taking a course on an audit basis are not charged a fee in addition to their main course fee.

Full-time students taking up to 30 credits worth of courses (or part-time students taking up to 15 credits worth of courses) over an academic year on an extracurricular or option basis are not charged an additional fee above their main course fee.

However, repeating students who take additional new units on an extracurricular or option basis are charged on a pro-rata credit basis for such units:

**Example:** A Home student is repeating 2 modules of the BSc Physics course in Year 3 and wants to attend 2 extra-curricular modules. The repeat modules are 15 credits, and the extra-curricular modules are 30 credits, so the student is repeating 30 credits and attending 60 extra-curricular credits. The fee owed is:

$30 \text{ (repeat credits)} + 60 \text{ (extra-curricular credits)} / 120 \text{ (UG full credit load)} \times £9,535 \text{ (full-time fee)} = £7151.25.$

## 7. Fee liabilities – Change of Mode of Attendance, Withdrawals and Interruptions

### Change of Mode of Attendance

Changing your mode of attendance means switching between full-time or part-time study. Further information about this process and the implications of changing your mode of attendance can be found on the following pages: [Undergraduates](#), [Postgraduate Taught](#), [Postgraduate Research](#).

Please note that if you are studying at Royal Holloway on a Student Route sponsored visa, you cannot change your mode of attendance.

Students who change their mode of attendance will have their tuition fees will be adjusted to the full or part-time rate as appropriate. In some cases your fee may be re-calculated proportionally so that you will be billed for the number of months of full-time study plus the number of months of part-time study. For further details of your tuition fee liability after the change of mode, please contact [studentservices@royalholloway.ac.uk](mailto:studentservices@royalholloway.ac.uk).

Please note that if you are in receipt of a tuition fee loan from Student Finance, it is important that you contact Student Finance to confirm your entitlement to future funding based on the change to your mode of attendance. For example, under Student Finance guidelines, it is likely that you will only be eligible for a maximum of four years funding for a Bachelors programme, which may not cover the duration of your course now that you are changing your mode of attendance.

### Withdrawals

Students who withdraw from their studies are liable to pay fees for the period that they have been registered prior to the withdrawal.

Fee liability is assessed on the date of withdrawal and your fee status:

#### Home/EU Undergraduates eligible for Student Finance funding: September Starters

Liability Period	Withdrawal date (as indicated on the form)	Tuition Fee liability for 2025/26
1	Within 3 weeks of the start date of Autumn Term (this includes Welcome Week and after the 14 day cooling off period) <b>22 September 2025 to 10 October 2025</b>	Nil
2	After 3rd Week of Autumn Term and before end of 1st Week of Spring Term <b>11 October 2025 to 16 January 2026</b>	25% of full year's tuition fee
3	After week 1 of Spring Term and before the end of Spring Term <b>17 January 2026 to 04 May 2026</b>	50% of full year's tuition fee
4	End of Spring Term onwards <b>05 May 2026 Onwards</b>	100% of full year's tuition fee

### International Undergraduate and International Postgraduate Taught: September Starters

Liability Period	Withdrawal date (as indicated on the form)	Tuition Fee liability for 2025/26
1	Within 3 weeks of the start date of Autumn Term (this includes Welcome Week and after the 14 day cooling off period) <b>22 September 2025 to 10 October 2025</b>	New Students: Non-refundable deposit Continuing Students: Nil
2	After 3rd Week of Autumn Term and before end of 1st Week of Spring Term <b>11 October 2025 to 16 January 2026</b>	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 1 of Spring Term and before the end of Spring Term <b>17 January 2026 to 04 May 2026</b>	66% of full year's tuition fee
4	End of Spring Term onwards <b>05 May 2026 Onwards</b>	100% of full year's tuition fee

### Home Postgraduate Taught: September Starters

Liability Period	Withdrawal date (as indicated on the form)	Tuition Fee liability for 2025/26
1	Within 3 weeks of the start date of Spring Term (this includes Welcome Week and after the 14 day cooling off period) <b>22 September 2025 to 10 October 2025</b>	Nil
2	After 3rd Week of Spring Term and before end of 1 <sup>st</sup> day of start of Summer Term <b>11 October 2025 to 16 January 2026</b>	33% of full year's tuition fee
3	After 1 <sup>st</sup> day of Summer Term and before end of 3 <sup>rd</sup> week of Summer Vacation Period <b>17 January 2026 to 04 May 2026</b>	66% of full year's tuition fee
4	After 3rd week of Summer Vacation Period <b>05 May 2026 Onwards</b>	100% of full year's tuition fee

### Home Postgraduate Taught: January Starters

Liability Period	Withdrawal date (as indicated on the form)	Tuition Fee liability for 2025/26
1	Within 3 weeks of the start date of Spring Term (this includes Welcome Week and after the 14 day cooling off period) <b>12 January 2026 to 30 Jan 2026</b>	Nil
2	After 3rd Week of Spring Term and before end of 1 <sup>st</sup> day of start of Summer Term <b>31 January 2026 to 05 May 2026</b>	33% of full year's tuition fee
3	After 1 <sup>st</sup> day of Summer Term and before end of 3 <sup>rd</sup> week of Summer Vacation Period <b>06 May 2026 to 03 July 2026</b>	66% of full year's tuition fee
4	After 3rd week of Summer Vacation Period <b>04 July 2026 onwards</b>	100% of full year's tuition fee

### International Postgraduate Taught: January Starters

Liability Period	Withdrawal date (as indicated on the form)	Tuition Fee liability for 2025/26
1	Within 3 weeks of the start date of Spring Term (this includes Welcome Week and after the 14 day cooling off period) <b>12 January 2026 to 30 Jan 2026</b>	New Students: Non-refundable deposit Continuing Students: Nil
2	After 3rd Week of Spring Term and before end of 1 <sup>st</sup> day of start of Summer Term <b>31 January 2026 to 05 May 2026</b>	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 1 <sup>st</sup> day of Summer Term and before end of 3 <sup>rd</sup> week of Summer Vacation Period <b>06 May 2026 to 03 July 2026</b>	66% of full year's tuition fee
4	After 3rd week of Summer Vacation Period <b>04 July 2026 onwards</b>	100% of full year's tuition fee

### Postgraduate Research Students: Any Start Date

Liability Period	Withdrawal date (as indicated on the form)	Tuition Fee liability for 2025/26
1	Within 3 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 based upon the anniversary of their start date. New International: whichever is the higher of either the above or the non-refundable deposit.	

Please [click here](#) for forms and guidance on changing your study details.

Please note that there are different forms depending on whether you are funded by the SLC. If you are in receipt of a tuition fee loan from the SLC, it is important that you contact your Student Finance body to confirm your entitlement to future funding as a result of your withdrawal. Our [Money Matters](#) team are able to support you with this and can be reached on [MoneyMatters@rhul.ac.uk](mailto:MoneyMatters@rhul.ac.uk)

## Interruptions

Students who interrupt their studies are liable to pay fees for the period that they have been registered for prior to the interruption.

Fee liability is assessed on the date of interruption and your fee status:

### Home /EU Undergraduates Eligible for Student Finance: September Starters

Liability Period	Interruption date (as indicated on the form)	Tuition Fee liability for 2025/26
1	Within 3 weeks of the start date of Autumn Term (this includes Welcome Week) <a href="#">22 September 2025 to 10 October 2025</a>	Nil
2	After 3rd Week of Autumn Term and before end of 1st Week of Spring Term <a href="#">11 October 2025 to 16 January 2026</a>	25% of full year's tuition fee
3	After week 1 of Spring Term and before the start of Summer Term <a href="#">17 January 2026 to 04 May 2026</a>	50% of full year's tuition fee
4	Summer Term Onwards <a href="#">05 May 2026 Onwards</a>	100% of full year's tuition fee

### International Undergraduates: September Starters

Liability Period	Interruption date (as indicated on the form)	Tuition Fee liability for 2025/26
1	Within 3 weeks of the start date of Autumn Term (this includes Welcome Week) <a href="#">22 September 2025 to 10 October 2025</a>	Nil
2	After 3rd Week of Autumn Term and before end of 1st Week of Spring Term <a href="#">11 October 2025 to 16 January 2026</a>	33% of full year's tuition fee
3	After week 1 of Spring Term and before the start of Summer Term <a href="#">17 January 2026 to 04 May 2026</a>	66% of full year's tuition fee
4	Summer Term Onwards <a href="#">05 May 2026 Onwards</a>	100% of full year's tuition fee

### All Post Graduate Taught: September Starters

Liability Period	Interruption date (as indicated on the form)	Tuition Fee liability for 2025/26
1	Within 3 weeks of the start date of Autumn Term (this includes Welcome Week) <a href="#">22 September 2025 to 10 October 2025</a>	Nil
2	After 3rd Week of Autumn Term and before end of 1st Week of Spring Term <a href="#">11 October 2025 to 16 January 2026</a>	33% of full year's tuition fee
3	After week 1 of Spring Term and before the start of Summer Term <a href="#">17 January 2026 to 04 May 2026</a>	66% of full year's tuition fee
4	Summer Term Onwards <a href="#">05 May 2026 Onwards</a>	100% of full year's tuition fee



## All Postgraduate Taught: January Starters

Liability Period	Interruption date (as indicated on the form)	Tuition Fee liability for 2025/26
1	Within 3 weeks of the start date of Spring Term (this includes Welcome Week) <b>12 January 2026 to 30 Jan 2026</b>	Nil
2	After 3rd Week of Spring Term and before end of 1 <sup>st</sup> day of start of Summer Term <b>31 January 2026 to 05 May 2026</b>	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 1 <sup>st</sup> day of Summer Term and before end of 3 <sup>rd</sup> week of Summer Vacation Period <b>06 May 2026 to 03 July 2026</b>	66% of full year's tuition fee
4	After 8th week of Summer Vacation Period <b>04 July 2026 onwards</b>	100% of full year's tuition fee

## Postgraduate Research Students Any Start Date

Liability Period	Interruption date (as indicated on the form)	Tuition Fee liability for 2025/26
1	Within 3 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.	

For students who are not funded by the SLC, when you interrupt your studies, a credit will be applied to your account in the years that you interrupt and when you return if appropriate:

**Example:** An Overseas student on a BSc Economics interrupts their studies on 30 November 2024 for one year. From submission of the interruption form, the liability will be 3 months.

To calculate the liability:

$$£23,800 \times 33\% = £7,854.$$

$$(£23,800 - £7,854) = £15,946$$

Interruption credits of £15,946 are added to the account for 2024/25 year.

When the student returns on 1 December 2025 three months credit will be applied to the balance of the full fee.

$$£25,900 \times$$

$$\text{Full fee for 2025/26} = £25,900$$

$$£25,900 - £8,547 = £17,353 \text{ due in 2025/26.}$$

Please [click here](#) for forms and guidance on changing your study details.

Please note that there are different forms depending on whether you are funded by the SLC. If you are in receipt of a tuition fee loan from Student Finance, it is important that you contact your Student Finance body to confirm your entitlement to future funding because of your interruption.

For example, under SLC guidelines, it is likely that you will only be eligible for a maximum of four years funding for a three-year Bachelors programme, which may not cover the duration of your course once you interrupt.

Our Money Matters team are able to support you with this and can be reached on [MoneyMatters@rhul.ac.uk](mailto:MoneyMatters@rhul.ac.uk).

Please note that when you interrupt, any monies paid will be held on the account until you return or withdraw from your studies.

### **Withdrawal after Interruption**

If you do not return from the period of interruption and subsequently withdraw, the date of withdrawal is recorded as the start date of your interruption and the fee liability is calculated according to the relevant fee liability on the withdrawal form. Please note that this may mean that your liability may change.

### **Refunds (if there is a balance)**

If you are self-funded, you will need to contact Student Fees ([student-fees@royalholloway.ac.uk](mailto:student-fees@royalholloway.ac.uk)) to request a refund if there is a remaining balance.

For students who are funded by the SLC, we will contact them and update your record with them to reflect the actual balance owed.

## **8. Transfer-in students**

Where Home/EU students transfer directly to Royal Holloway (e.g. Year 1 in 2024/25 at a different institution and Year 2 in 2025/26 at Royal Holloway), students will be charged fees at the same level as the rest of their cohort. This must be a transfer to the same or similar course to remain on the same level. If a student withdraws from study and starts again in Year 1, they will be charged at the same level as new students.

For SLC funded students who transfer-in part way through the year, please note that your previous institution may claim part of your Tuition Fees for the year, and you may have to pay the difference. Our Student Fees team will explain your liability when you enrol.

## 9. Appealing your Tuition Fee liability

All students are liable to pay their tuition fees. If there is an issue with the payment plan agreed, please contact Student Fees ([student-fees@royalholloway.ac.uk](mailto:student-fees@royalholloway.ac.uk)). If there is a query in relation to your tuition fee liability, please contact Student Administration ([studentservices@royalholloway.ac.uk](mailto:studentservices@royalholloway.ac.uk)).

If they are unable to resolve your query and it is deemed that you have a valid reason to appeal your tuition fee liability, then you will be issued a Tuition Fee Appeal Form. Please see below for the Tuition Fee Appeal Procedure.

### Tuition Fee Appeal Procedure

#### When can you appeal?

The below is not an exhaustive list but appeals will only be considered where it is deemed that students have a valid reason.

- Where students have experienced compelling personal circumstances and have been adversely affected, leaving them unable to meet their Tuition Fee liability
- The University has provided the student or a third party with incorrect or misleading tuition fee information

#### When can't you appeal?

This process cannot be used to appeal the following:

- how your Fee Status has been assessed. Assessment of your Fee Status. These queries are dealt with by Admissions who can be contacted at [applicants@royalholloway.ac.uk](mailto:applicants@royalholloway.ac.uk).
- Raising complaints regarding the quality of academic teaching / provision or any issue relating to strike action.
- Any issues not relating to your Tuition Fee liability.

#### How to appeal?

- Please contact Student Administration ([studentservices@royalholloway.ac.uk](mailto:studentservices@royalholloway.ac.uk)) or Student Fees ([StudentServices@royalholloway.ac.uk](mailto:StudentServices@royalholloway.ac.uk)) with your query. If they are unable to resolve your query, they will provide you with a Tuition Fee Appeal form.
- Please fill out all sections of the form and then return the form to your department or to Student Administration / Student Fees as advised.

#### When I will I hear?

- Your form will be processed and you will receive a response within 15 working days.
- Please note that the decision of the Tuition Fee Appeal Panel is final.

## 10. Links to policy and regulations

Admissions Policy

<https://www.royalholloway.ac.uk/studying-here/applying/admissions-policy-and-procedures/>

Student Fee Regulations

<https://intranet.royalholloway.ac.uk/students/study/our-college-regulations/your-responsibilities-as-a-student.aspx>

You can find the Fee Regulations under the Student Fees section on this page.