

SCHEDULE OF FEES & CHARGES

1st January – 31st December 2019

GD0001

v.12 January 2019

Introduction

MP Awards believes in being completely open, transparent and consistently fair in the way it conducts its business affairs, and this includes the fees and charges for its products and services.

MP Awards reviews its fees and charges on an annual basis and any changes are notified to Approved Centres in October of each year for implementation in January.

Fees include:

- general support and advice
- initial consultancy/advisory visit
- client visits outside of verification and quality assurance monitoring activities
- access to the online registration and awarding system
- assessment materials
- withdrawing candidates; however, the original registration charge is non-refundable
- secure return of candidate portfolios
- additional units taken as part of the qualification
- postal charges for certificates
- confirmation of candidate achievement data
- participation at standardisation events
- webinars
- newsletters

Further Information

For specific enquiries please contact Head Office:



info@mpawards.co.uk



0115 972 6121

CENTRE APPROVAL		Fee + VAT*
New Centre Approval including: <ul style="list-style-type: none"> • up to 4 qualifications or 'packages' and staff approvals for those qualifications including assistance with application • EV visits in 1st year and ongoing support • assessment materials • Non-refundable payment in advance 		£2,500‡
Annual Centre Approval Invoiced in January each year and non-refundable. Payment terms 30 days from date of invoice.	For Centre Approval & Renewal Charges: VQ/SVQ at the same level count as one qualification	
	Minimum fee for 2 qualifications	£1,000‡
	Additional qualifications	£325
	Maximum fee capped	£3,500‡
Fees include for normal planned EV visits. EV visits – a minimum of 2 EV visits per year for each Approved Centre; thereafter Centres are risk-rated according to experience; range of qualifications approved for delivery; volumes of registrations; experience of assessment staff; staff/candidate ratios; sanctions; range of qualifications offered; administration; etc. The number of visits is advised to Approved Centres as part of the annual planning cycle of EV visits.		
Extending Centre Approval	Existing Approved Centres wishing to extend their Portfolio of Qualifications including Staff Approvals and access to assessment materials.	£325
ADDITIONAL EV VISITS		
Additional EV Visits	MP Awards reserves the right to charge for extra EV visits resulting from requests for further support – technical and/or administrative; levelling of sanctions; investigations; compliance issues; on-site PEV monitoring; etc.	£395
Additional Remote Portfolio EV monitoring	6 or fewer Portfolios	£175
	More than 6 - maximum 15	£350
CONSULTANCY/ADVISORY		
Additional consultancy or advisory visits	MP Awards reserves the right to charge for additional consultancy and/or advisory visits. Charge include travel and/or overnight expenses.	£395
CANCELLATION CHARGES		
Planned EV Visits	MP Awards reserves the right to charge for confirmed EV Visits cancelled with less than 48 hours' notice excluding Saturdays and Sundays.	£395
STAFF APPROVALS		
Staff Applications Additional Staff Registrations following Centre Approval for individual qualifications [no charge for Centre Co-ordinators or Lead IVs].		£48

CANDIDATE REGISTRATIONS		Fee + VAT*
Registrations have a 'shelf-life' Candidate registrations (excluding End-Point Assessments) will be subject to a shelf-life when registering and the following periods will apply. After this period the Candidate must be re-registered and fees will be applied as new registrations - refer to current Price List at the time of re-registration:		
Levels 1 & 2 or equivalent	18 months from date of registration	Refer to Price List
Levels 3 & 4 or equivalent	24 months from date of registration	Refer to Price List
Levels 5 – 8 or equivalent	36 months from date of registration	Refer to Price List
CERTIFICATES		
Replacement/Duplicate Certificates	Replacement Certificates issued when the original certificate has been returned to MP Awards. Duplicate Certificates issued when the original certificate cannot be located but the reprinted certificated will be marked up DUPLICATE .	£45
	First Aid Replacement/Duplicate Certificates	£5
Additional Endorsements	Candidates who achieve further endorsements that are to be added to the original certificate.	£45
TRANSFERS		
Candidate Transferring to New Centre	Candidates transferring to a New Centre; same qualification	£55
Candidate Transferring Qualifications	Candidates transferring from one qualification to another; a base admin charge of £35 will apply in all cases + any difference in qualification fees where the new qualification has a higher fee. However, if the registration period of the current qualification has less than 6 months to its expiry date for registration then a transfer is not possible. A new registration and the associated full registration fees will apply.	£35+
Company Transfer	Change of Co. Name/Transfer to New Company.	£495
ENQUIRIES & APPEALS		
Stage 1	Initial Enquiry	Free
Stage 2	Internal Review (reimbursed if appeal is successful)	£250
Stage 3	Independent Review (reimbursed if appeal is successful)	£500

SECTOR QUALIFICATIONS by LEVEL (or equivalents)			Fee + VAT*
All registration fees are non-refundable		Unit Registration & Certification	Full Qualification
Level 2		£80 for 1st unit. £40 per subsequent unit.	£117.50
Level 3		£112 for 1st unit. £50 per subsequent unit.	£160.50
Level 4	Exception is SHE Level 4 which will remain aligned to registration fees for SHE Levels 6 & 7	£112 for 1st unit. £50 per subsequent unit.	£160.50
Level 5		£125 for 1st unit. £60 per subsequent unit	£183.50
Level 6		£145 for 1st unit. £70 per subsequent unit.	£214.00
Level 7		£145 for 1st unit. £70 per subsequent unit.	£214.00
Qualification Packages			
Blasting Suite Package Registration and Certification for all Blasting qualifications (exception BETO)			£375.00
Tailored Qualifications			
Qualifications developed to meet specific organisational requirements			Fees dependent on requirements
GENERIC QUALIFICATIONS			
All registration fees are non-refundable		Unit Registration & Certification	Full Qualification
Level 2	First Aid	n/a	£7.00
Level 3	First Aid	n/a	£9.00
Level 3	Professional Development	£50 for 1st unit. £30 per subsequent unit.	£77.00
Level 4	Professional Development	£60 for 1st unit. £30 per subsequent unit.	£80.00
END-POINT ASSESSMENTS Fees will be advised at the point of booking and fixed unless government funding levels change and require immediate implementation.		Funding Band Maximum (Sept 2018)	Fees VAT Exempt
ST0144/AP01 Level 2 Mineral Processing Mobile & Static Plant Operator		£9,000	20% of funding band
For full details – see separate price list which contains full details on payment scheduling and resits; etc.			

* VAT is charged at the standard rate at the point of invoice unless stated as Exempt or unless VAT Exemption Certificate is provided.

‡ Fees may be paid quarterly on request; however, the Centre will be liable for the year's payments regardless of early termination.

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