

## **Higher Education intended hours of study**

The timetable on a full-time Foundation Entry, Foundation Degree or Honours top-up course is likely to consist of up to 11 hours of taught session times per week.

For all part-time courses there are usually up to 7 hours of taught session time per week.

Please note:

- Health related and Children, Young People and their Services courses consist of up to 10 hours' class contact per week with the remaining hours being conducted in industry as part of the requirements of the qualification.

\* Part time students may be in-filled with full time students.

\* Some groups may share sessions with other course groups depending on student numbers

For Initial Teacher Education (ITE) please check the course page on the website.

## **HE Standard Additional Costs**

### **What's included in your Tuition Fees:**

When students enrol at the Hugh Baird University Centre, they are charged a tuition fee for their chosen course. Below is a breakdown of what is and what is not included in the tuition fee.

#### **Tuition Fees include:**

- Scheduled course tuition, academic, technical, and administrative support, use of course equipment and facilities
- Course related induction / welcome activities
- Course assessment and awards
- Access to the Partner University and Hugh Baird College libraries and online resources, including on-campus Wi-Fi, networked and remote access to the virtual learning environment
- Use of the Hugh Baird University Centre estate and resources for scheduled activities
- Use of the Hugh Baird University Centre technical equipment and materials identified by the course teaching team as essential for the completion of the course
- Students will be informed of the allocated free print credits for the Academic Year. Students can purchase additional print credits at the Cash Office in the Balliol Centre

(ground floor). See print policy (located on the College's MyDay page) for further information.

- Access to laptops for Higher Education students
- Teaching hours associated with the course.
- FREE breakfast of either porridge or toast, with either orange juice, tea, or coffee, in any of the College Refectories or POD Cafes. Time: 8am – 9.30am.

**The Hugh Baird University Centre will not charge additional fees for course costs, which are essential for the successful achievement of your course award.**

## **Optional and Extra Costs**

These costs are optional and/or do not relate to the course of study. They are NOT included in tuition fees.

1. Course related optional costs The table below sets out examples of extra costs that may be incurred. (It is important to note that there may be additional optional opportunities offered on your course which are not included in the table – where applicable staff will inform students.)

<b>Optional items – all courses</b>	<b>Estimated costs</b>
Travel to course related work placements, work experience, voluntary work, or site visits (for example costs of petrol, business level motor insurance cover, taxis, train fares, bus fares etc.).	Variable depending on the distance travelled and the method of transport chosen. £0 - £50 average per week
Library fines & charges  <i>Avoid these by returning on time or renewing books!</i>	HBUC does not charge library fines. Students will, however, be invoiced for replacement cost of books if they are not returned on the due date or have failed to return the book if requested by another user.  Partner Institution library fines and charges – please see relevant institution's website
<b>Optional items – all courses</b>	<b>Estimated costs</b>
Costs of obtaining medical or other evidence to support applications for extenuating circumstance applications relating to assessments.	For example, a medical certificate may cost from £10.
Printing of electronic books, journals etc.	Variable, but recommended academic textbooks often cost between £15-£80 per

	copy, although some cost outside of this range.
Printing of reports, course materials and other course documents, which have been supplied or are available electronically or in hard copy in the Partner Institution library.	Estimated £0.10 per copy sheet
Large Scale Printing Costs Banner per print A1 per print A2 per print	Estimated at: £35.00 £25.00 £15.00
Event tickets, local, national, international trips and travel	Estimated at: £5 - £900
Equipment i.e., computer, printer, camera, materials, exhibition costs, stationery	Estimated at: £50 - £3,000
If applicable: National Governing Body Award costs, registration, training, assessment	Estimated at: £100 - £700

## **Living Costs**

**These are NOT included in tuition fees.** You will need to budget for these separately. Below is an indication of some typical living costs, but everyone is different, and you are strongly advised to plan your own budget.

<b>Typical items</b>	<b>Estimated weekly costs lower range</b>	<b>Estimated weekly costs higher range</b>
Accommodation: Rent (Living at home may reduce your accommodation costs)	£95 <b>(£0)</b>	£140
Food and toiletries	£40	£80
Internet connection (Free Wi-Fi on campus and in some private accommodation)	£0	£12
Laundry	£5	£20
Gas/electricity/water (Included within some private accommodation – check your contract)	£0	£30
Printing, copying, stationery.	£2.50	£10
Travel expenses	£0	£40
Mobile phone	£2.50	£15
Books	£5	£10
Leisure	£5	£50

<b>Total per week</b>	<b>£150</b>	<b>£407</b>
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### You may also need to budget for 'one off' or irregular costs

*Whilst students have access to computers and laptops at the University Centre, they may wish to purchase a device for home use.*

Typical items	Notes
Computer/laptop/telephone	Varies depending on model and whether new or second hand
Bedding	From £100
Clothes	Costs vary depending on your needs
TV licence	£159 per year
Insurances	Varies depending on your needs
Furniture, crockery etc.	Furnished accommodation may include all your needs.

### Course specific standard additional costs

Faculty of Creative Industries	
Creative Make Up Design & Practice	The purchase of a makeup kit is mandatory across all year groups. Estimated costs per year to do so can range from anywhere in the region of £50 at the lower limit and £2,000 as a maximum limit. Whilst Adobe software is available at the University Centre, students may wish to opt to purchase this software for home use, the cost of which would be in the region of £100. It should be noted however, that students would require computer hardware at home, which would cost in the region of £500, to run the software
Digital Imaging & Photography	Optional tickets, trips and travel: estimated costs in years one, two or three. £100 to £500  Optional costs in years one, two and three for course work and assessments, £100 to £2,000: <ul style="list-style-type: none"> <li>• Personal film and photographic paper or specialist photographic materials</li> <li>• Subsistence costs while on education trips</li> <li>• Personal camera/lenses equipment</li> <li>• Memory cards and external hard drives to store and move files</li> <li>• Exhibition/project printing/framing costs</li> <li>• Book/dissertation production by external publishing companies</li> <li>• Materials/equipment for end of year degree show (year 2 and 3)</li> </ul>
Fashion & Textiles	Creating a fashion collection is mandatory and estimated costs per year to do so can range from anywhere in the region of £150 at the lower limit. At the higher limit, students would normally pay up to £2,000 as a maximum limit. Depending on the collection outcome however, at the higher end of

	<p>fashion, there is no maximum! Whilst Adobe software is available at the University Centre, students may wish to opt to purchase this software for home use, the cost of which would be in the region of £100.</p>
Graphic Design	<p>Large Scale Printing Costs, which are estimated at £200 to £400 per annum. Whilst computer facilities are provided by the University Centre for on-site use, students may wish to purchase industry standard technology, i.e., an i-pad costing in the region of £500 or a MacBook costing in the region of £1500. Whilst Adobe software is available at the University Centre, students may wish to opt to purchase this software for home use, the cost of which would be in the region of £100. It should be noted however, that students would require computer hardware at home, which would cost in the region of £500, to run the software</p>
Games Design	<p>Necessary equipment for the course is provided at the University Centre. Should students wish to purchase a gaming computer for home use for example, costs would begin at £500 at the lower end.</p>
Moving Image Production	<p>Necessary equipment for the course is provided at the University Centre. Whilst Adobe software is available at the University Centre, students may wish to opt to purchase this software for home use, the cost of which would be in the region of £100. It should be noted however, that students would require computer hardware at home, which would cost from £500, to run the software. Other additional costs would include the purchase of a 64GB SD card which would cost in the region of £20 and attendance at the Aesthetica Short Film Festival (November), the cost of which would be in the range of £150 to £200.</p>
Visual Merchandising and Promotional Design	<p>Necessary equipment for both the Visual Merchandising and Promotional Design and Interior and Spatial Design courses is provided at the University Centre. Whilst Adobe software is available at the University Centre, students may wish to opt to purchase this software for home use, the cost of which would be in the region of £100. It should be noted however, that students would require computer hardware at home, which would cost from £500, to run the software.</p>
Interior and Spatial Design	

<b>Faculty of Engineering, Business, Computing and Criminal Justice</b>	
Business and Management / Administration	<p>Whilst there are laptops available at the University Centre, it is recommended that students purchase a laptop for use while working at home. The costs for such a laptop would begin</p>

	<p>at around £250. It should be noted that students who wish to buy a computer for home use in relation to the course should not purchase a Chromebook or an Apple Mac as they are not suitable for use in the submission of student work on this</p> <p>Further purchases would include a calculator (between £6 and £20), an external hard drive (optional at £50-60) and pen drive (£5-10)</p>
Criminology	<p>Whilst there are laptops available at the University Centre, it is recommended that students purchase a laptop for use while working at home. The costs for such a laptop would begin at around £250. It should be noted that students who wish to buy a computer for home use in relation to the course should not purchase a Chromebook or an Apple Mac as they are not suitable for use in the submission of student work on this</p> <p>Further purchases would include a calculator (between £6 and £20), an external hard drive (optional at £50-60) and pen drive (£5-10)</p>
Engineering (Advanced Manufacturing)	<p>Necessary purchases would include:</p> <p>Scientific Calculator (approx. £5 - £20)</p> <p>Arduino, Starter Kit Multi-Language English Version (approx. £50 - £80)</p>
Computing	<p>A high specification computer would be required, for example a H21i, Intel Core i7 10700F "Comet Lake", 8GB DDR4, NVIDIA GT 710, 512GB SSD, 1TB, equipped with Windows 10. The cost of such equipment would be in the region of £750.</p> <p>Further purchases would include a calculator (between £6 and £20), an external hard drive (optional at £50-60) and pen drive (£5-10)</p>
Policing Studies	<p>Whilst there are laptops available at the University Centre, it is recommended that students purchase a laptop for use while working at home. The costs for such a laptop would begin at around £250. It should be noted that students who wish to buy a computer for home use in relation to the course should not purchase a Chromebook or an Apple Mac as they are not suitable for use in the submission of student work on this</p> <p>Further purchases would include a calculator (between £6 and £20), an external hard drive (optional at £50-60) and pen drive (£5-10)</p>

	It is recommended, but not compulsory, to join the 'Special Constabulary but this is cost neutral.
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<b>Faculty of Health and Education</b>	
Whilst the University Centre has laptops available on-site it is recommended that students on all courses within this Faculty purchase a laptop for home use	
Children, Young People and their Service / Children, Schools and Families	<p>Costs would include:</p> <p>Laptop for independent study and assignments: £250-£500</p> <p>Travel to placement: Variable depending on the distance travelled and the method of transport chosen. £0 - £20 average per week</p> <p>Course related materials, including stationery: £20-£50 annually</p>
Health & Social Care	<p>Costs would include:</p> <p>Laptop: £250-£500</p> <p>Placement costs:            - Travel to placement (to complete 100 hours): £50-£100            - Professional wear: £30</p> <p>Books: £30-£50 (minimal because most books are available on UCLan library)            Stationery: £10-£15</p> <p>Additional printing costs: £5-£20 annually</p>
Health Nutrition & Physical Activity	<p>Costs would include the purchase of a laptop: £250-£500</p> <p>Placement costs - clothing – up to £50</p> <p>Stationery: up to £50 annually</p>
Mental Health and Wellbeing	Purchase of a laptop £250 - £500
Initial Teacher Education	<p>Laptop: £250-£500</p> <p>Placement costs: - Travel to placement up to £20 weekly</p> <p>Stationery: up to £50</p> <p>Additional printing costs: £5-£20</p>