

ARTS UNIVERSITY BOURNEMOUTH (AUB)

Arts University Bournemouth (AUB) (for courses delivered by UKMC) Fees Payment Policy 2026/27

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1. Introduction

This policy outlines the financial obligations of students at Arts University Bournemouth (AUB) and applies to students studying courses delivered in partnership with UKMC. It applies to all tuition, library, and miscellaneous charges payable to AUB. The policy aims to ensure transparency, fairness, and responsible financial management while minimising student debt.

All students, regardless of sponsorship, remain ultimately responsible for the payment of their Tuition Fees. AUB recognises individual financial circumstances and will handle each case sensitively. Students facing financial difficulties should contact the Finance Office immediately at income@aub.ac.uk.

2. Tuition Fees

- 2.1 Tuition Fees are payable directly to AUB.
 - 2.2 The Tuition Fees for the first two years of your course are set out in your Offer Letter.
 - 2.3 There is more information about our Tuition Fees available here: [Undergraduate Fees](#)
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3. Tuition Fee increases

- 3.1 We reserve the right to increase your Tuition Fees each year, reflecting the changes in costs of delivering your course, improving the educational services we provide to you, and any changes in government policy or regulation. Cost increases take account of matters such as increased staffing costs, the need to maintain and renew AUB's facilities (for example, buildings, IT and library facilities) and inflation. AUB therefore reserves the right to increase tuition fees annually to recognise these changes (as set out in paragraph 3.2 below).

- 3.2 Tuition Fee increases are subject to regulatory control by the UK Government and the maximum tuition fee cap imposed by Government from time to time will apply, which the Government has indicated will rise with inflation (and it is anticipated the measure of inflation used will be RPIX or the RPI All Items Excluding Mortgage Interest).
- 3.3 If you transfer from one course to another course, any Tuition Fee increase shall apply to the course you are currently studying.
- 3.4 Where Tuition Fee increases are applied, we will notify affected students by no later than 31 July before the start of the academic year to which the fee increase is intended to apply.
- 3.5 If you are an enrolled student and you want to withdraw from your course as a result of an increase in Tuition Fees, you must tell us in writing as soon as possible by:
- 3.5.1 completing the online form via MyAUB;
 - 3.5.2 contacting the AUB Admissions Office by email; or
 - 3.5.3 using the Model Cancellation Form (available in Appendix 2 of the Student Enrolment Terms and Conditions) but note you do not have to use the model form.
- You will remain liable for any Tuition Fees incurred up to the date before the fee increase takes effect. Any refund which is due to you will be dealt with in accordance with our Refund and Compensation Policy.
- 3.6 If your studies are interrupted or suspended for any reason, the Tuition Fees when you begin or resume your studies may have increased in accordance with paragraph 3.2 above.

4. **Payment of Fees**

- 4.1 You must pay your Tuition Fees termly in 3 equal payments due at the start of each term in accordance with our invoice.
- 4.2 AUB accepts online payments only via the payment portal: [Open Payment Pathway](#). No cash payments are allowed.
- 4.3 Tuition Fees covered by the Student Loans Company are paid directly to AUB.

5. **Cancellation**

- 5.1 You have the right to cancel your contract with AUB within fourteen (14) days of accepting your offer without giving any reason in accordance with the Consumer Contracts (Information, Cancellation and Additional Charges) Regulations 2013 (the “**Cancellation Period**”).
- 5.2 If you wish to cancel your Contract, you must clearly inform us in writing of your decision to cancel. You can do this by:
- 5.2.1 completing the online form via MyAUB;
 - 5.2.2 contacting the AUB Admissions Office by email; or
 - 5.2.3 using the Model Cancellation Form (available in Appendix 2 of the Student Enrolment Terms and Conditions) but note you do not have to use the model form.

- 5.3 See paragraph 8 of the Student Enrolment Terms and Conditions and the Refund and Compensation Policy for further details on your Tuition Fee liability where you cancel your Contract.

6. Refunds and Compensation

For more information on your eligibility for a refund and/or compensation please see the Refund and Compensation Policy.

7. Consequences of Non-Payment of Fees

- 7.1 You are expected and required to pay all Tuition Fees due to AUB in accordance with paragraph 4.1.
- 7.2 If you do not make payment by the due date you will be classified as a debtor and the following steps may be taken:

Step	Tuition Fees
1	Reminder Notice 1 (Email & Text)
2	Reminder Notice 2 + Dashboard Notification
3	Final Notice (Email, Text & Letter)
4	Consequences set out in paragraph 7.3 may apply.
5	External Debt Collection – see paragraph 7.4 below.

- 7.3 If you fail to make payment within 14 days of the Final Notice (Step 3 above), this may result in one or more of the following:

- 7.3.1 you may be prohibited from attending classes;
- 7.3.2 you may be prohibited from using library or computing facilities or services;
- 7.3.3 you may be prohibited from accessing Course content and / or discussion forums;
- 7.3.4 you may be barred from assessment; you would still need to submit to deadline but your work would not be marked until the situation was resolved;
- 7.3.5 your access to student records may be removed;
- 7.3.6 you may be suspended;
- 7.3.7 you may not be allowed to enrol or re-enrol;
- 7.3.8 you may not be allowed to attend graduation;

7.3.9 we may not issue your degree certificate.

- 7.4 We may refer your unpaid debt to an external debt collection agency at any time. If the external agency we refer your debt to makes a charge to us to process your debt, we may add this charge to your account.
- 7.5 We will only remove your status as a debtor once you have paid your outstanding debt or you have made alternative arrangements for payment to the satisfaction of the University's Chief Financial and Operating Officer.
- 7.6 If you are experiencing unforeseen financial difficulties and cannot pay your fees, you should seek help at the earliest opportunity. Please contact income@aub.ac.uk in the first instance.
- 7.7 Non-payment of rent for your AUB accommodation does not fall within the scope of this policy. Separate arrangements apply if you fail to pay your rent.

For further assistance, contact the Finance Office at income@aub.ac.uk.

End of Policy Document