



Fees Booklet

August 2019 – July 2020

Institute of British Sign Language - Fee Structure for 1 August 2018 to 31 July 2019

British Sign Language Studies Qualifications

Qualification Code	Qualification Title	Unit Codes	Annual Approval Fee	Learner Registration Fee
IBSLEB	Entry Level Award in British Sign Language	EB1	£26	£26
		EB2	£26	£26
		EB3	£26	£26
IBSL1A	Level 1 Award in British Sign Language Studies	1A1	£62.50	£33
		1A2	£62.50	£33
		1A3	£62.50	£33
IBSL2A	Level 2 Certificate in British Sign Language Studies	2A1	£47	£33
		2A2	£47	£33
		2A3	£47	£33
		2A4	£47	£33
IBSL3A	Level 3 Certificate in British Sign Language Studies	3AUN	£62.50	£43
		3ASN	£62.50	£43
		3ADC	£62.50	£43
IBSL4A	Level 4 Certificate in British Sign Language Studies	4AUN	£62.50	£43
		4ASN	£62.50	£43
		4ALN	£62.50	£43
IBSL6A	Level 6 Certificate in British Sign Language Studies	6AUN	£74	£74
		6ASN	£74	£74
		6ALN	£74	£74

External Examiner visit charges are also payable at Level 2, Level 3, Level 4 and Level 6 (see page 6)

Deaf Awareness, DeafBlind Communication and Deaf Studies Qualifications

Qualification Code	Qualification Title	Unit Codes	Annual Approval Fee	Learner Registration Fee
IBSLDAC	Level 1 Award in Deaf Awareness <i>Note: There is only one unit in this qualification</i>	DAC	£29	£29
IBSLDBA	Level 1 Award in DeafBlind Awareness <i>Note: There is only one unit in this qualification</i>	DBC	£29	£29
IBSL2DBC	Level 2 DeafBlind Communication	ADB1	£47	£41
		ADB2	£47	£41
IBSL3DBC	Level 3 DeafBlind Communication	DBCUN	£47	£41
		DBCSN	£47	£41
		DBCC	£47	£41

Professional Qualifications

Qualification Code	Qualification Title	Unit Codes	Annual Approval Fee	Learner Registration Fee
Bilingual Skills				
IBSLBILS	Level 4 Award in Bilingual Skills (BSL/English)	BILS1	£47	£54
		BILS2	£47	£54
		BILS3	£47	£54
		BILS4	£47	£54
Interpreting Studies				
IBSLInt	Theories and models of Interpreting	INTA1	£50	£50
	Interpret Using Technology	INTA2	£50	£50
	Team Interpreting	INTA3	£50	£50
	Linguistics & Culture	INTA4	£50	£50
	Prepare for Interpreting Assignments	INTA5	£50	£50
	Perform Assignments as an Interpreter	INTA6	£50	£50
	Develop Professional Practice	INTA7	£50	£50
	Ethics and Ethical Decision Making	INTA8	£50	£50
	Translate Written Language into Sign Language	INTA9	£50	£50
	Produce written Language from a Signed Passage	INTA10	£50	£50
Note: The total Qualification fee for the 10 units required to complete the qualification is £500 and the total Learner Registration fee for the 10 units required to complete the qualification is £500.				

Education and Training Qualifications

Qualification Code	Qualification Title	Unit Codes	Annual Approval Fee	Learner Registration Fee
Assessor Award (IBSL Level 3 Award in Assessing Vocationally Related Achievement)				
IBSLTAQA	Understanding the principles and practices of assessment	TAQA01	£25.50	£25.50
	Assess vocational skills, knowledge and understanding	TAQA02	£25.50	£25.50
Note: The total Qualification Fee is £51 and the total Learner Registration fee is £51				
Level 4 Certificate in Education and Training for Sign Language Teachers				
IBSLETSL	Understanding roles, responsibilities and relationships in.....	ETSL1	£17	£25.50
	Delivering education and training	ETSL2	£17	£25.50
	Using resources for education and training	ETSL3	£17	£25.50
	Assessing learners in education and training	ETSL4	£17	£25.50
	Planning to meet the needs of learners in education and....	ETSL5	£17	£25.50
	Identify individual learning and development needs	ETSL6	£17	£25.50
	Principles and practice of lipreading teaching	ETSL7	£17	£25.50
	Teaching in a specialist area	ETSL8	£17	£25.50
	Principles and practice of sign language teaching	ETSL9	£17	£25.50
Note: The total Qualification fee for the 9 units required to complete the qualification is £153 and the total Learner Registration fee for the 6 units required to complete the qualification is £229.50				

Other Charges

External Examiner Visit Fees

A flat-rate fee of £364 will be charged for all visits involving one qualification at Level 2, 3, 4 & Level 6 British Sign Language Studies.

An additional 50% will be charged if more than one qualification is subject to an External Examiner visit on the same day, so for example, if a Level 2 plus Level 3, or 2 or more Levels are to be moderated by an External Examiner, the fee will be £546. See External Examiner Visit guidelines on our website.

Cancellation of the External Examiner visit less than 5 days prior to the visit	Charged at full rate
Cancellation of the External Examiner visit between 5-15 working days prior to the visit	50% of the visit fee

External Examiner Desktop Fees

On occasion, it may be best that instead of an External Examiner visit, the work is done at IBSL as a desktop examination. This is usually the case where there are only a few learners, or if the learner is doing a re-sit.

For this purpose, the desktop fee will be £41.50 per learner. *This fee is not applicable where the work is marked at IBSL as a matter of procedure.*

Replacement certificate/statement Fees

Once certificates have been issued, there will be a charge of £29 for each certificate issued to replace certificates lost or damaged by the centre or to amend personal details (e.g. to correct name misspellings).

Replacement certificates per learner	£29.00 per learner
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Transfer of Learners/ Late Registration Fee

Administration fee for transfer of learners from one centre to another	£27.00 per learner
Late Registration Fee	£27.00 per learner

Post-results services

Clerical re-check per learner (for e-assessments and written papers)	£ 50.00
Review of marking per learner (for filmed assessments)	£ 50.00
2nd Review of marking per learner	£ 70.00
2nd Review of marking per learner, issued with individual report	£130.00
Review of moderation results/reports	£175.00
Review of group entry, with report	£175.00

Cancellation & re-scheduling of assessment fees

All the fees listed below include an administration charge of £35; all re-scheduling of assessments by centres must take place within 6 months of the original date of assessment.

Up to 14 working days prior to assessment date	£ 80.00
Between 2-14 working days prior to assessment date	£125.00
Less than 48 hours prior to assessment date	£125.00 plus**

**the “plus” charge includes the actual cost of assessor or External Examiner travel to site.

Consultation visit & Centre-based training fees

Where a request has been made to IBSL for a consultation visit, or to provide training for centre-based staff, the fee charged will be **£390 per day** inclusive of travel up to 150 miles from Warrington but excluding accommodation charges if overnight stays are required. Travel costs to centres more than 150 miles from Warrington (including Northern Ireland and south-west England below Bristol, and the South Coast) may incur additional charges if costs are in excess of £80.

Qualification Training Days held at IBSL offices will be charged at £180 per candidate.

Re-sit fees

Please note, this Charge is per Assessment sat, Not module.

Learners who need to do any of the above re-sits in order to achieve the full qualification may apply through their Centre to undertake the re-sits, to the mutual arrangement of the Learner and Centre. The material supplied for the re-sit will be different from the original material in which the Learner may not have achieved the required PASS marks, and there will be a separate assessment number for the re-taken assessment.

Entry Level	£24
Level 1	£31
Level 2	£31
Level 3	£40
Level 4	£40
Level 6	£68
Level 6 Interpreter	£52

If re-sits of any other type of assessment **after the visit of the External Examiner** are required due to the External Examiner not accepting any assessments submitted with the coursework files, or due to the External Examiner not accepting the standard of the final “live” assessments, the charges will depend on the type of re-sit required, as below:

- If the re-sits require a new visit by the External Examiner, the full External Examiner visit fee of £364.00 will be payable.
- If the re-sits can be done by an External Examiner desktop examination, the fees will be £41.50 per learner as stated on page 4 of this FeesSchedule.

Administration Fees

A fee of £26 may be charged for changes to assessments, for example if candidates have been registered to the wrong unit.