



## Centre Fee's Booklet

August 2021 – July 2022

## General Information

iBSL review their fee's annually and we try to be as competitive as possible with our prices.

Annual Standardisation Meeting (ASM) will be held once a year. This year's ASM will be done online via zoom, and this will be compulsory for all Approved Centres. More information of this will be given in due course.

## Annual Qualification & Candidate registration

An 'Intention to deliver' form will be emailed to you annually to seek which Level of qualifications you wish to register your candidates for. Once completed and returned an invoice will be generated and for a prompt payment to be made. The units will then be available to you on our online portal.

When registering candidates for assessments please request the assessments in good time, preferably 4-5 weeks in advance of assessment date. An invoice will be generated and emailed to you within 7 days from Learner registration request.

***Assessments will NOT be released until the invoice has been paid and the funds have cleared in our bank account.***

Please note that Annual qualification fees are non-refundable

Learner Registration fees will be refunded if:

- candidate has decided not to go ahead with assessment and iBSL have been notified within 7 days from assessment request.
- if medical evidence is provided

Candidates that are under 16 are entitled to a 25% discount for their Learner Registration fee's

## Appeals

Centre's can request an appeal of but please refer to our appeals process policy which is on the iBSL website. A charge of £30 per learner, per assessment will be charged.

## Institute of British Sign Language - Fee Structure for 1 August 2021 to 31 July 2022

### 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	£27	£27
		EB2	£27	£27
		EB3	£27	£27
IBSL1A	Level 1 Award in British Sign Language Studies	1A1	£63.50	£34
		1A2	£63.50	£34
		1A3	£63.50	£34
IBSL2A	Level 2 Certificate in British Sign Language Studies	2A1	£48	£34
		2A2	£48	£34
		2A3	£48	£34
		2A4	£48	£34
IBSL3A	Level 3 Certificate in British Sign Language Studies	3AUN	£63.50	£44
		3ASN	£63.50	£44
		3ADC	£63.50	£44
IBSL4A	Level 4 Certificate in British Sign Language Studies	4AUN	£63.50	£44
		4ASN	£63.50	£44
		4ALN	£63.50	£44
IBSL6A	Level 6 Certificate in British Sign Language Studies	6AUN	£75	£75
		6ASN	£75	£75
		6ALN	£75	£75

External Examiner visit charges are also payable at Level 2, Level 3, Level 4 and Level 6 (see page 9)

## 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	£30	£30
IBSLDBA	Level 1 Award in DeafBlind Awareness <i>Note: There is only one unit in this qualification</i>	DBC	£30	£30
IBSL2DBC	Level 2 DeafBlind Communication	ADB1	£48	£42
		ADB2	£48	£42
IBSL3DBC	Level 3 DeafBlind Communication	DBCUN	£48	£42
		DBCSN	£48	£42
		DBCC	£48	£42

## 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	£48	£55
		BILS2	£48	£55
		BILS3	£48	£55
		BILS4	£48	£55
Interpreting Studies				
IBSLInt	Theories and models of Interpreting	INTA1	£51	£66
	Interpret Using Technology	INTA2	£51	£66
	Team Interpreting	INTA3	£51	£66
	Linguistics & Culture	INTA4	£51	£66
	Prepare for Interpreting Assignments	INTA5	£51	£66
	Perform Assignments as an Interpreter	INTA6	£51	£66
	Develop Professional Practice	INTA7	£51	£66
	Ethics and Ethical Decision Making	INTA8	£51	£66
	Translate Written Language into Sign Language	INTA9	£51	£66
	Produce written Language from a Signed Passage	INTA10	£51	£66
<b>Note: The total Qualification fee for the 10 units required to complete the qualification is £510 and the total Annual Approval fee for the Centre per annum is £660. (the price of the external examiner fee's is included in this price)</b>				

## 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	£26.50	£26.50
	Assess vocational skills, knowledge and understanding	TAQA02	£26.50	£26.50
<b>Note: The total Qualification Fee is £53 and the total Learner Registration fee is £53</b>				
Level 4 Certificate in Education and Training for Sign Language Teachers				
IBSLETSL	Understanding roles, responsibilities and relationships in.....	ETSL1	£18	£26.50
	Delivering education and training	ETSL2	£18	£26.50
	Using resources for education and training	ETSL3	£18	£26.50
	Assessing learners in education and training	ETSL4	£18	£26.50
	Planning to meet the needs of learners in education and....	ETSL5	£18	£26.50
	Identify individual learning and development needs	ETSL6	£18	£26.50
	Principles and practice of lipreading teaching	ETSL7	£18	£26.50
	Teaching in a specialist area	ETSL8	£18	£26.50
	Principles and practice of sign language teaching	ETSL9	£18	£26.50
<b>Note: The total Qualification fee for the 9 units required to complete the qualification is £162 and the total Learner Registration fee for the 9 units required to complete the qualification is £238.50</b>				

## Institute of British Sign Language Age Range in Qualifications – 1 Aug 2021 to 31 Jul 2022

### British Sign Language Studies Qualifications

Qualification Code	Qualification Title	Age Range
IBSLEB	Entry Level Award in British Sign Language	Under 16, 16+
IBSL1A	Level 1 Award in British Sign Language Studies	Under 16, 16+
IBSL2A	Level 2 Certificate in British Sign Language Studies	Under 16, 16+
IBSL3A	Level 3 Certificate in British Sign Language Studies	16+
IBSL4A	Level 4 Certificate in British Sign Language Studies	19+
IBSL6A	Level 6 Certificate in British Sign Language Studies	19+

### Deaf Awareness, DeafBlind Communication and Deaf Studies Qualifications

Qualification Code	Qualification Title	Age Range
IBSLDAC	Level 1 Award in Deaf Awareness	Under 16, 16+
IBSLDBA	Level 1 Award in DeafBlind Awareness	Under 16, 16+
IBSL2DBC	Level 2 DeafBlind Communication	16+
IBSL3A	Level 3 DeafBlind Communication	16+

## Professional Qualifications

Qualification Code	Qualification Title	Age Range
IBSLBILS	Level 4 Award in Bilingual Skills (BSL/English)	19+
IBSLInt	Level 6 in British Sign Language Interpreting Studies	19+

## Education and Training Qualifications

Qualification Code	Qualification Title	Age Range
IBSLTAQA	Level 3 Award in Assessing Vocationally Related Achievement	19+
IBSLETSL	Level 4 Certificate in Education and Training for Sign Language Teachers	19+



## External Examiner Charges

### ***External Examiner Visit Fees***

A flat-rate fee of £364 (up to 12 x Learners) 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. This discount can only be applied for a total of 12 x learners for the 2 Levels, for example 6 x learners for Level 2 & 6 x Learners for Level 3. 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 Online Fee (Zoom)***

If you would prefer the external examiner to carry the assessments online instead of a visit, there is a flat fee of £264.00 up to 6 x learners. Same cancellation charges apply.

### ***External Examiner Desktop Fees***

On occasion, it may be best that instead of an External Examiner visit or online, 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 £42.50 per learner (up to 3 x learners). *This fee is not applicable where the work is marked at IBSL as a matter of procedure.*

## Other charges

### ***Replacement certificate/statement Fees***

Once certificates have been issued, there will be a charge of £30 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	£30.00 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

### ***Consultation visit & Centre-based training fees***

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

Online qualification training will be at a cost of £75 per candidate per level

\* If learner chooses the option to do 2 x levels there will be a discount applied and the fee for the two levels would be £130 \*

## ***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.

*\*\* Please note that all resit assessments must be booked 14 days in advance\*\**

Entry Level	£25
Level 1	£32
Level 2	£32
Level 3	£41
Level 4	£41
Level 6	£69
Level 6 Interpreter	£53

## **Administration Fees**

An admin fee of £30 minimum may be charged for changes to assessments (a list of examples are below) please note that the admin charge will be based upon the time taken for our team to complete the admin task so this charge can vary- but you will be notified in advance.

- if candidates have been registered to the wrong unit.
- If the candidate wishes to change the assessment dates (please note you MUST request a change of assessment date ATLEAST 10 working days in advance)
- If the candidate's name is spelt incorrectly

Please note that the admin team will advise well in advance if an admin fee will be charged.