



Centre Fees Booklet
August 2022- July 2023

General Information

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

iBSL briefings will be done online via Zoom, three times a year. This is usually held as one in spring, one in summer and the last one in Autumn. This will be compulsory for all Approved Centres. More information about this will be given in due course.

Additionally, iBSL offers one to one support regarding accessing the portal, how to register, queries or to gain clarification about assessments and reasonable adjustments. For these enquiries, please email admin@ibsl.org.uk to make arrangements.

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 a request for prompt payment to be made. The units will then be available to you via our online portal.

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

- A candidate has decided not to go ahead with the assessment and iBSL have been notified within 7 days from when the assessment request was completed. After the 7 days, no full refund will be issued.
- Medical evidence is provided

Learners that are under 16 are entitled to a 25% discount for their Learner Registration fees.

Appeals/Enquiry about results

Centres can request an appeal or submit or enquire about their assessment results. Please refer to our appeals/enquiry about results process policy which can be found in the iBSL Centre manual. A fee of £50 per learner, per assessment will be charged for appeals. A fee of £25 per learner, per assessment will be charged for Enquiry about results.

Institute of British Sign Language - Fee Structure for 1st August 2022 to 31st July 2023

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	£29
		EB2	£27	£29
		EB3	£27	£29
IBSL1A	Level 1 Award in British Sign Language Studies	1A1	£63.50	£37
		1A2	£63.50	£37
		1A3	£63.50	£37
IBSL2A	Level 2 Certificate in British Sign Language Studies	2A1	£48	£37
		2A2	£48	£37
		2A3	£48	£37
		2A4	£48	£37
IBSL3A	Level 3 Certificate in British Sign Language Studies	3AUN	£63.50	£47
		3ASN	£63.50	£47
		3ADC	£63.50	£47
IBSL4A	Level 4 Certificate in British Sign Language Studies	4AUN	£63.50	£47
		4ASN	£63.50	£47
		4ALN	£63.50	£47
IBSL6A	Level 6 Certificate in British Sign Language Studies	6AUN	£75	£80
		6ASN	£75	£80
		6ALN	£75	£80

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	£33
IBSLDBA	Level 1 Award in DeafBlind Awareness <i>Note: There is only one unit in this qualification</i>	DBC	£30	£33
IBSL2DBC	Level 2 DeafBlind Communication	ADB1	£48	£43.50
		ADB2	£48	£43.50
IBSL3DBC	Level 3 DeafBlind Communication	DBCUN	£48	£43
		DBCSN	£48	£43
		DBCC	£48	£43

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	£55.75
		BILS2	£48	£55.75
		BILS3	£48	£55.75
		BILS4	£48	£55.75
Interpreting Studies				
IBSLInt	Theories and models of Interpreting	INTA1	£66	£51.30
	Interpreting Using Technology	INTA2	£66	£51.30
	Team Interpreting	INTA3	£66	£51.30
	Linguistics & Culture	INTA4	£66	£51.30
	Prepare for Interpreting Assignments	INTA5	£66	£51.30
	Perform Assignments as an Interpreter	INTA6	£66	£51.30
	Develop Professional Practice	INTA7	£66	£51.30
	Ethics and Ethical Decision Making	INTA8	£66	£51.30
	Translate Written Language into Sign Language	INTA9	£66	£51.30
	Produce written Language from a Signed Passage	INTA10	£66	£51.30
Note: The total Qualification Fee for the 10 units required to complete the qualification is £513 and the total Annual Approval fee for the Centre per annum is £660. (The cost of the external examiner fees is included in this price)				

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	£28
	Assess vocational skills, knowledge and understanding	TAQA02	£26.50	£28
Note: The total Qualification Fee is £53 and the total Learner Registration fee is £56.				
Level 4 Certificate in Education and Training for Sign Language Teachers				
IBSLETSL	Understanding roles, responsibilities and relationships in education and training	L4E&T01	£18	£27
	Delivering education and training	L4E&T02	£18	£27
	Using resources for education and training	L4E&T03	£18	£27
	Assessing learners in education and training	L4E&T04	£18	£27
	Planning to meet the needs of learners in education and training	L4E&T05	£18	£27
	Identify individual learning and development needs	L4E&T06	£18	£27
	Inclusive Practice	L4E&T07	£18	£27
	Teaching in a specialist area	L4E&T08	£18	£27
	Principle and Practice of Sign Language teaching	L4E&T09	£18	£27
Note: The total Qualification Fee for the 9 units required to complete the qualification is £162. The total Learner Registration fee for the 9 units required to complete the qualification is £243.00.				

Institute of British Sign Language
Age Range in Qualifications – 1st August 2022 to 31st July 2023

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 per cohort (**minimum 3x learners / maximum 12x Learners**) will be charged for all visits involving one qualification at Level 2, 3, 4 & Level 6 British Sign Language Studies.

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 per cohort **minimum 3x learners / maximum 6 x learners**.

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

External Examiner Desktop Fees

On occasions, 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 £44.50 per learner (**up to 3 learners only**). *This fee is not applicable where the work is marked at IBSL as a matter of procedure.*

Other charges

Replacement Certificate/Statement Fees

Certificates are issued and sent direct to the centre by Recorded Delivery. IBSL will use spellings of names provided by centres, as entered on the Portal. A charge of £33 per certificate is payable for any replacement certificate that is required as a result of loss, damage or incorrect spelling that needs to be corrected.

Replacement certificates per learner £33.00 per learner

Transfer of Learners/ Late Registration Fee

Administration fee for transfer of learners from one centre to another £30.00 per learner

Late Registration Fee £30.00 per learner

Online Qualifications Training Fee

Online qualification training will be at a cost of £80 per newly registered teacher per level

* If a newly approved IBSL registered teacher chooses the option to do 2 x levels there will be a discount applied and the fee for the two levels would be £140*

Online Qualifications Refresher Fee

Online qualification refresher training will be at a cost of £65 per teacher per level (for any current registered teacher who already delivers courses and wishes to take a refresher of any qualifications).

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, with 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 re-sit assessments must be booked 14 days in advance***

Entry Level	£28
Level 1	£35
Level 2	£35
Level 3	£44
Level 4	£44
Level 6	£72
Level 6 Interpreter	£56

Administration Fees

An administration fee of £33 minimum may be charged for changes to assessments (a list of examples can be found below). Please note that the administrative 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 **AT LEAST 10** working days in advance)
- If the candidate's name is spelt incorrectly

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