

Effective from 1 August 2019

UK Regulated Qualifications 2019-20



# Tariff



# Tariff

Fees and Prices 2019-20



## Hello and welcome!

NOCN is a leading Awarding Organisation, apprentice End Point Assessment Organisation, an ethical employer, a registered charity and a successful business. It works across the UK and internationally, creating opportunities for learning and progression for people at all stages of their careers in many sectors.

NOCN offers a fair deal to its customers, providing excellent value for the quality of products and level of service on offer.

This Tariff document provides customers with the prices they need to know for becoming a Centre, Quality Assurance, Centre administration and other associated costs.

For registration and certification pricing per qualification, please see our full qualification price list which is available as a separate document.

**Please note:** All prices shown in this Tariff are not eligible for VAT unless explicitly noted.

## Disclaimer

This document does not confer contractual or legal rights. Our Standard Terms and Conditions set out the rights and the obligations of both parties when you do business with NOCN.

## Qualifications and Units

### Combined registration and certification

Learner registration and certification charges are combined into **one charge**, for all levels and types of qualification, for better value. **NOCN qualifications and credits are priced per:**

- **Type** (Award, Certificate, Diploma)
- **Number of credits**
- **Level** (Entry to Level 7)

### Volume Discount

Discounting will be applied on all purchases if prior year sales (excluding EPA, Job Cards Centre sales) total more than £15,000. The discount is calculated as follows:

- £15,000 – £24,999 = 5% discount
- £25,000 – £34,999 = 10% discount
- £35,000 or greater = 15% discount

### Registration methods

1. **Standard method:** Register learners for an accredited course to achieve a full qualification or unit. Centres are invoiced per learner at the time of registration for that level of achievement. This is the simplest and most common method to register learners. *This is the same for both NOCN and NOCN\_Cskills qualifications.*

- For standard prices please get in touch by emailing: [nocn@nocn.org.uk](mailto:nocn@nocn.org.uk)
- You can search for qualifications on the NOCN website: [www.nocn.org.uk/qualifications](http://www.nocn.org.uk/qualifications)

2. **Intended Credit Value (ICV) method** (*please note this method is not relevant for NOCN\_Cskills qualifications & units*): Register learners for a course that may not lead to a full qualification by registering against **ICV**, useful if a group has diverse needs or you need flexibility to build a course. NOCN invoices per learner based on their ICV, if they over-achieve NOCN invoices at the end of the course at the higher level. **Here are the ICV prices:**

Size	Credits	Entry	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7
Award	1-3	£15.00	£15.00	£15.00	£24.00	£27.00	£27.81	£28.64	£29.50
Award	4-6	£20.00	£22.00	£24.00	£25.00	£29.00	£30.16	£31.37	£32.62
Award	7-9	£31.50	£31.50	£31.50	£31.50	£44.00	£49.72	£56.18	£63.49
Award	10-12	£35.00	£37.00	£39.00	£42.00	£46.00	£47.84	£49.75	£51.74
Certificate	13-20	£45.00	£47.00	£49.00	£53.00	£60.00	£64.20	£68.69	£73.50
Certificate	21-28	£56.00	£58.00	£60.00	£68.00	£77.00	£83.93	£91.48	£99.72
Certificate	29-36	£70.00	£72.00	£75.00	£80.00	£91.00	£101.01	£112.12	£124.45
Diploma	37-45	£79.00	£82.00	£87.00	£92.00	£100.00	£108.00	£116.64	£125.97
Diploma	46-51	£90.00	£92.00	£95.00	£101.00	£110.00	£119.90	£130.69	£142.45
Diploma	52+	£100.00	£102.00	£105.00	£120.00	£128.00	£138.24	£149.30	£161.24

3. **Unit Registration Method:** To register only on a Unit, the registration and certification fee is a standard £14 per Unit, *this is only applicable for Units starting with: 'NOCN\_Cskills...'*

### Further information

- Speak to your **NOCN Account Manager** or call Customer Support on **0300 999 1177**

## Functional Skills

Functional Skills external assessments are marked by Examiners; Centres can apply to receive an External Assessment Feedback Report, focused on skills areas, mapped to Functional Skills Standards, Coverage and Range. The Principal Examiner (PE) reports on learner development requirements and outlines specifics. Separate reports are provided for English reading and writing; completed by subject specialist PE. The following reports can be requested:



- Individual Comprehensive Feedback Report: **£25.00**
- Re-marking and Feedback Report: **£40.00**
- Request a Functional Skills Report, email: [nocn@nocn.org.uk](mailto:nocn@nocn.org.uk)

## Funding

- For current information on funding for NOCN qualifications, visit: [www.nocn.org.uk/qualifications](http://www.nocn.org.uk/qualifications)

## Endorsed Programmes

NOCN endorses bespoke training programmes through a robust Quality Assurance process. This adds value to the learning outcomes gained through training endorsed by a leading regulated organisation.

- Minimum annual number of learners per programme: **50**
- Standard cost per learner: **£20**
- Registration fee payable at time of endorsement for newly developed programmes: **£525**
- Enquire about Endorsed Programmes, email: [nocn@nocn.org.uk](mailto:nocn@nocn.org.uk)

## Apprenticeships

### SASE Apprenticeship Frameworks

NOCN has a range of apprenticeship frameworks, designed to meet SASE (Specification of Apprenticeship Standards for England) requirements for quality and content.

- To view frameworks, visit: [www.nocn.org.uk/apprenticeships](http://www.nocn.org.uk/apprenticeships)
- For framework prices, email: [nocn@nocn.org.uk](mailto:nocn@nocn.org.uk)

### Apprentice End Point Assessments

NOCN is a market leading **End Point Assessment Organisation (EPAO)**, providing **End Point Assessment (EPA)** for reformed apprenticeship standards. For further details and EPA charges please get in touch: [nocn@nocn.org.uk](mailto:nocn@nocn.org.uk).

## Consultancy

NOCN offers a consultancy service for Levy-Employers and Apprentice Training Providers. The fee per day for this service is: **£600 plus VAT**. Get in touch to enquire about Consultancy, email: [nocn@nocn.org.uk](mailto:nocn@nocn.org.uk)

## International

NOCN works internationally and a separate Tariff is available for this. For further information, visit: [www.nocn.org.uk/international](http://www.nocn.org.uk/international) or contact the Head of International Business Development and Marketing for further details:

- Email: [stephen.ram-kissun@nocn.org.uk](mailto:stephen.ram-kissun@nocn.org.uk)
- Call: +44 1300 999 1177



## Become a Centre

To deliver NOCN qualifications, an organisation must be recognised as an NOCN Centre. **To apply to become an NOCN Centre, get in touch:**

- Email: [nocn@nocn.org.uk](mailto:nocn@nocn.org.uk)
- Call: 0300 999 1177
- **Complete** a New Business Enquiry Form: [www.nocn.org.uk/enquiry](http://www.nocn.org.uk/enquiry)

Once we have received the enquiry, applicants will be guided through the Centre Recognition process by a member of the NOCN Customer Support team. *This begins the process of **Centre Recognition**.*

## Benefits of belonging

Read about the benefits of being an NOCN Centre: [www.nocn.org.uk/new\\_centres](http://www.nocn.org.uk/new_centres)

## Centre Recognition

The NOCN Centre Recognition Quality Assurance process assesses an organisation's ability to deliver high quality training, to the standard required by NOCN and its Regulators.

## Switch to NOCN for FREE

If your organisation is currently a recognised Centre with another Awarding Organisation, it is quick and easy to switch to NOCN and most Centres can **switch for FREE**.

## Additional Recognition Fee

For other Centres, requiring additional investigation or support to become ready to join, or if certain qualifications are requested, there is an additional fee: **£525**

## Annual Centre Fee

### Annual Centre Fee: £500

Recognised Centres pay the Fee to facilitate the provision of a range of services. **If qualification and unit sales in the prior year total more than £10,000 then the fee is waived.** Services covered include:

- Quality assurance
- Systems and administration
- Customer support
- Training, events and webinars
- Standard centre visits
- Annual reviews

Centres are invoiced for the Annual Centre Fee at the start of each Academic Year.

## Other costs and charges

There are additional costs that are not included in the standard range of services:

### Advisory, consultancy and training events

Action	Cost
Half-day advice or training event	£300
Full-day advice or training event	£600
Additional quality assurance support	£260



### Results review and appeal costs

Stage	Action	Cost
Stage 1	Administration check per learner	£FREE
	Re-assessment with report per learner	£25
	Re-moderation/re-verification of internal portfolio evidence with report, per portfolio	£40
	Re-assessment with report per cohort of Learners (same subject and test date), 4 learners or more	£100
Stage 2	Internal appeals panel	£140
Stage 3	External appeals panel	£290
	External appeals requiring a half day visit	£450
	Independent review	£490
	Independent review requiring a visit	£800

### Sanction investigation and appeal charges

- Additional Assurance visit / Investigation Visit: £260
- Centre appeal charge (refunded if successful): £260

# Tariff

Fees and Prices 2019-20

## Avoiding unnecessary charges

To avoid unnecessary charges, Centres should inform NOCN at the earliest opportunity about any issues before they become problems.

- Speak talk to your **NOCN Account Manager**
- Or call the Customer Support team on **0300 999 1177**

## Late Payments

Where invoices are not paid in accordance with agreed Terms and Conditions, NOCN reserves the right to charge:

- **A fee of 8%** above the Bank of England Base Rate
- **A compensation fee**, proportionate to the size of the debt, in line with the Late Payment of Commercial Debts (Interest) Act 1998:

Size of Debt	Charge
Up to £999.99	£40.00
£1,000 to £9,999.99	£70.00
Over £10,000	£100.00



## Late Registration

Repeated late registrations may incur a discretionary charge per learner: **£10.00**

## Mistakes or changes

Any learners registered in error due to centre error will incur a **£7.50 + VAT** administration charge to cancel or amend the registration.

## Cancellation Charges and Refunds

- NOCN will not charge a fee for the withdrawal of learners.
- The original registration fee is not refundable.

## Replacement Certificates

- The cost for a **replacement Certificate** is: **£40**
- This is paid on application to NOCN, to cover administration, search and production costs. If the certificate is not located, a refund is provided of: **£20**

## Skillsfile

Learner portfolio licence **£17.50 + VAT**

## Summary table of Tariff charges

Item	Price
Apprentice EPA	*POR
Individual Qualifications	POR
Apprenticeship SASE Frameworks	POR
Apprenticeship Readiness Assessment	Free
Standard Centre Recognition	Free
Withdrawal of learners	Free
Administration check per learner	Free
Webinars	Free
Endorsed programme charge	£525
Independent review requiring a visit	£800
Consultancy	£600
Full-day advice or training event	£600
Centre Recognition	£525
Annual centre fee	£500
Independent review	£490
External appeals requiring a half day visit	£450
Half-day advice or training event	£300
External appeals panel	£290
Additional quality assurance visit	£260
Internal appeals panel	£140
Late payment Over £10,000	£100
Re-assessment with report	£100
Late payment £1,000 to £9,999.99	£70
Functional Skills Re-marking and Feedback Report	£40
Late payment up to £999.99	£40
Re-moderation/re-verification of internal portfolio evidence with report, per portfolio	£40
Functional Skills Individual Comprehensive Feedback Report	£25
Re-assessment with report per learner	£25
Repeated mistakes or changes to cohort	£25
Late Registration, per learner	£10
ICV - see tariff	-
Administration charge for learner registration details - changes or mistakes	£7.50

All enquiries to: [nocn@nocn.org.uk](mailto:nocn@nocn.org.uk) or contact your local NOCN Account Manager

\*POR = Price on request

## Get in touch

Call: 0300 999 1177

Email: [business-enquiries@nocn.org.uk](mailto:business-enquiries@nocn.org.uk)

### NOCN

#### Head Office

Acero, 1 Concourse Way  
Sheffield, S1 2BJ

Twitter: [@nocn1](https://twitter.com/nocn1)

Facebook: [nocn1](https://www.facebook.com/nocn1)

LinkedIn: [nocn](https://www.linkedin.com/company/nocn)



[www.nocn.org.uk](http://www.nocn.org.uk)

