

Top-up Fees and Drop-down Refunds for 2015/16

A top-up fee is charged when a learner who has completed a qualification and received a certificate wants to extend this to a larger qualification from the same specification.

BTEC Firsts, Nationals and Higher Nationals

Qualification Suite	Initial Product	Product Topped Up To	Initial Product Fee	Product topped up to fee	Top-up Fee Inc Admin Fee
Firsts	BTEC Level 2 Certificate	BTEC Level 2 Extended Certificate	£50.25	£82.10	£47.80
	BTEC Level 2 Certificate	BTEC Level 2 Diploma	£50.25	£131.30	£97.85
	BTEC Level 2 Extended Certificate	BTEC Level 2 Diploma	£82.10	£131.30	£66.00
Nationals	BTEC Level 3 Certificate	BTEC Level 3 Subsidiary Diploma	£91.20	£124.80	£50.40
	BTEC Level 3 Certificate	BTEC Level 3 Diploma (90 Credit)	£91.20	£143.90	£69.50
	BTEC Level 3 Subsidiary Diploma	BTEC Level 3 Diploma (90 credit)	£124.80	£143.90	£28.65
	BTEC Level 3 Subsidiary Diploma	BTEC Level 3 Diploma	£124.80	£159.70	£51.70
	BTEC Level 3 Subsidiary Diploma	BTEC Level 3 Extended Diploma	£124.80	£180.10	£72.10
	BTEC Level 3 Diploma (90 credit)	BTEC Level 3 Diploma	£143.90	£159.70	£23.70
	BTEC Level 3 Diploma (90 credit)	BTEC Level 3 Extended Diploma	£143.90	£180.10	£53.00
	BTEC Level 3 Diploma	BTEC Level 3 Extended Diploma	£159.70	£180.10	£30.60
Higher Nationals	BTEC Level 4 Diploma (HNC)	BTEC Level 5 Diploma (HND)	£165.30	£199.40	£50.90

WorkSkills

Initial Product	Product Topped Up To	Level	Initial Product Fee	Product topped up to fee	Top-up Fee Inc Admin Fee
Workskills Award	Workskills Certificate	Entry Level	£20.50	£32.40	£23.80
Workskills Award	Workskills Certificate	Level 1	£20.50	£32.40	£23.80
Workskills Award	Workskills Certificate	Level 2	£20.50	£32.40	£23.80
Workskills Award	Workskills Certificate	Level 3	£20.50	£32.40	£23.80
Workskills Award	Workskills Extended Certificate	Level 2	£20.50	£32.40	£23.80
Workskills Award	Workskills Diploma	Entry Level	£20.50	£91.20	£87.50
Workskills Award	Workskills Diploma	Level 1	£20.50	£91.20	£87.50
Workskills Award	Workskills Diploma	Level 2	£20.50	£91.20	£87.50
Workskills Award	Workskills Diploma	Level 3	£20.50	£91.20	£87.50
Workskills Certificate	Workskills Extended Certificate	Level 2	£32.40	£32.40	£16.80
Workskills Certificate	Workskills Diploma	Entry Level	£32.40	£91.20	£75.60
Workskills Certificate	Workskills Diploma	Level 2	£32.40	£91.20	£75.60
Workskills Certificate	Workskills Diploma	Level 3	£32.40	£91.20	£75.60
Workskills Extended Certificate	Workskills Diploma	Level 2	£32.40	£91.20	£75.60

Entry and Level 1 Vocational Qualifications

Initial Product	Product Topped Up To	Level	Initial Product Fee	Product topped up to fee	Top-up Fee Inc Admin Fee
PSD Award (4-7)	PSD Certificate (13-20)	Entry / Level 1	£28.45	£50.25	£38.60
PSD Award (4-7)	PSD Diploma (37-48)	Entry / Level 1	£28.45	£93.50	£81.90
PSD Certificate (13-20)	PSD Diploma (37-48)	Entry / Level 1	£50.25	£93.50	£60.10
Vocational Award (4-7)	Vocational Certificate (13-20)	Entry / Level 1	£28.45	£50.25	£38.60
Vocational Award (4-7)	Vocational Diploma (37-48)	Entry / Level 1	£28.45	£93.50	£81.90
Vocational Award (8-12)	Vocational Certificate (13-20)	Entry / Level 1	£42.80	£50.25	£14.90
Vocational Award (8-12)	Vocational Certificate (21-27)	Entry / Level 1	£42.80	£68.40	£42.40
Vocational Award (8-12)	Vocational Diploma (37-48)	Entry / Level 1	£42.80	£93.50	£67.50
Vocational Certificate (13-20)	Vocational Certificate (21-27)	Entry / Level 1	£50.25	£68.40	£35.00
Vocational Certificate (13-20)	Vocational Diploma (37-48)	Entry / Level 1	£50.25	£93.50	£60.10
Vocational Certificate (21-27)	Vocational Diploma (37-48)	Entry / Level 1	£68.40	£93.50	£41.90

Including Personal and Social Development (PSD)

Drop-down Refunds

Pearson provides a refund to those centres who have had learners move to, and complete, a shorter BTEC qualification of the same subject and level. The refund due is calculated as the difference between the cost of the larger and smaller qualification, minus an administration fee of 50% of the difference. The administration fee is capped at £16.80.