

Top-up fees and drop-down refunds for 2022/23

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.

Please note the below fees are calculated on the basis that both the initial and the top up registrations are processed in the 2022/23 price list year (1 August 2022 - 31 July 2023). *The BTEC National fees featured below are examples based on the fees charged for qualifications in the specified sectors. The equivalent fees for qualifications in other sectors may vary compared to those specified below.*

BTEC Firsts, Nationals and Higher Nationals top up fees

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 1/Level 2 First Award	BTEC Level 1/Level 2 First Certificate	£67.30	£115.25	£72.65
	BTEC Level 1/Level 2 First Award	BTEC Level 1/Level 2 First Diploma	£67.30	£167.60	£125.00
	BTEC Level 1/Level 2 First Certificate	BTEC Level 1/Level 2 First Diploma	£115.25	£167.60	£77.05
Nationals in IT and Computing	BTEC Level 3 National Certificate	BTEC Level 3 National Extended Certificate	£117.85	£164.75	£71.60
	BTEC Level 3 National Certificate	BTEC Level 3 National Foundation Diploma	£117.85	£190.55	£97.40
	BTEC Level 3 National Extended Certificate	BTEC Level 3 National Diploma	£164.75	£217.95	£77.90
	BTEC Level 3 National Foundation Diploma	BTEC Level 3 National Extended Diploma	£190.55	£246.00	£80.15
	BTEC Level 3 National Diploma	BTEC Level 3 National Extended Diploma	£217.95	£246.00	£52.75
Nationals in Applied Science	BTEC Level 3 National Certificate	BTEC Level 3 National Extended Certificate	£116.75	£164.10	£72.05
	BTEC Level 3 National Extended Certificate	BTEC Level 3 National Foundation Diploma	£164.10	£190.55	£51.15
	BTEC Level 3 National Extended Certificate	BTEC Level 3 National Diploma	£164.10	£218.35	£78.95

Qualification Suite	Initial Product	Product Topped Up To	Initial Product Fee	Product topped up to fee	Top-up Fee Inc Admin Fee
	BTEC Level 3 National Foundation Diploma	BTEC Level 3 National Extended Diploma	£190.55	£239.40	£73.55
Nationals in Sport	BTEC Level 3 National Certificate	BTEC Level 3 National Extended Certificate	£117.85	£165.05	£71.90
	BTEC Level 3 National Extended Certificate	BTEC Level 3 National Diploma	£165.05	£218.35	£78.00
	BTEC Level 3 National Extended Certificate	BTEC Level 3 National Extended Diploma	£165.05	£239.40	£99.05
	BTEC Level 3 National Foundation Diploma	BTEC Level 3 National Extended Diploma	£185.45	£239.40	£78.65
Nationals in Uniformed Protective Services	BTEC Level 3 National Certificate	BTEC Level 3 National Extended Certificate	£113.55	£159.05	£70.20
	BTEC Level 3 National Extended Certificate	BTEC Level 3 National Diploma	£159.05	£210.45	£76.10
	BTEC Level 3 National Foundation Diploma	BTEC Level 3 National Diploma	£183.65	£210.45	£51.50
	BTEC Level 3 National Foundation Diploma	BTEC Level 3 National Extended Diploma	£183.65	£237.10	£78.15
Higher Nationals	BTEC Level 4 HNC	BTEC Level 5 HND	£235.00	£300.00	£89.70
	BTEC Level 4 HNC (HTQ)	BTEC Level 5 HND (HTQ)	£250.00	£360.00	£134.70

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 £24.70.