



Certificate in Ballet Teaching Studies

2011 cohort

International Fees and Funding Information

1 Introduction

- 1.1 This booklet contains all the information that National Administrators and students require in relation to fees, payment details, withdrawals and suspension of studies for the Certificate in Ballet Teaching Studies (CBTS) programme.
- 1.2 Information published in this booklet refers to the programme starting in January 2011.
- 1.3 Students who wish to apply for January 2012 entry should be advised that fees will be reviewed in 2011 and will be increased with inflation and any other costs that may have an effect on the costs of the programme. The fees published for 2011 are indicative of the minimum fees payable in subsequent years.
- 1.4 Fees differ since they are determined by the economic circumstances in each specific country, the ratio of sterling-based costs to local-based currency costs, and the cost of translating the modules and delivering the programme in the local language. The Royal Academy of Dance is an independent provider and as such is not in receipt of public funding or subsidy for the CBTS. Fees are set to meet the full cost of delivering the CBTS programme.
- 1.5 Students should be advised to investigate whether they are eligible for study grants in their country of residence. The CBTS is equivalent in level to the first year of an undergraduate degree (on the UK Higher Education Framework) and is an award validated by the Royal Academy of Dance.

2 Fees

The CBTS programme is delivered over two years part-time. The following fees are payable:

2.1 Admission

The entry requirement for CBTS is RAD Grade 8, Intermediate, Advanced Foundation, Advanced 1 or Advanced 2 or an equivalent qualification. If a student does not hold these qualifications s/he will be asked to submit a **video** to support her/his application. A fee of £75 (€90) made payable to the Royal Academy of Dance, London, should be enclosed.

2.2 Registration Fee

If a student's application for admission to the CBTS programme is successful, s/he will be required to secure her/his place by responding to the offer and enclosing a £75 (€90) Registration Fee. All Registration Fees are payable to the Royal Academy of Dance,

London and are non-refundable if a student subsequently decides not to proceed with her/his application.

2.3 Programme Fee 2011

Country	Currency	Fee
Australia	A\$	11,645 inc. GST
Canada	C\$	10,585 Inc. GST
Germany	€	7,065
Italy	€	8,030 inc. IVA
UK / Ireland	£	4,800
UK / Ireland	€	7,190
Spain	€	6,750
South Africa	Rand	41,410 inc. VAT
Japan	Yen	1,038,140
Hong Kong	HK\$	50,135
Taiwan	T\$	226,100
Portugal	€	6,750
Greece	€	6,970
Mexico	Peso	74,360
New Zealand	NZ\$	11,080 inc. GST
USA	US\$	8,445
Brazil	Reis	12,080 inc. taxes
Israel	Shekels	25,855 inc. taxes

Country	Currency	English Language Cluster Fee
Singapore	S\$	8,715
Philippines	Peso	316,770
Thailand	Baht	216,670 inc. VAT
Indonesia	Rupiah	52,168,120
Malaysia	M\$	20,325

It is possible that other cluster groups of countries may be offered in future years, but in every case students must be proficient in the chosen language of delivery, which may or may not be English.

- 2.3.1 The RAD has members in the Caribbean, India, the UAE, Sri Lanka, South Korea and Turkey. Fees will be set for these countries when a sufficient number of applications have been received.

2.4 Terms and Conditions

The fees in 2.3. are subject to the following terms and conditions:

- 2.4.1 Subject to viable numbers of students in any country, each student will be required to pay the fee appropriate to that country.
- 2.4.2 In certain circumstances, students who share a common language and live in the neighbouring country will be required to pay the fee quoted for the country to which their CBTS programme has been assigned.
- 2.4.3 For cluster groups, students will be required to pay the fee appropriate to their own country of residence.
- 2.4.4 The delivery of the CBTS is subject to a minimum number of 15 registered students in any single country, or approved grouping of countries. Groupings are subject to additional criteria such as common language of delivery and geographic proximity.
- 2.4.5 The Programme Fee includes:
- Six Module Study Guides
 - Tutoring
 - Mentoring
 - Two Intensive Study Periods
 - Three Practical Teaching Supervisor Visits
 - Assessment tasks for each module

The programme fee does not include any accommodation or travel costs incurred for the ISP.

The Module Study Guides will only be dispatched to students prior to the start of each module, on receipt of the fee payment.

- 2.4.6 Failure to adhere to payment deadlines (refer to 3.1) will result in the student's expulsion from the programme unless a prior arrangement has been made. Fees must be received in accordance with these deadlines as late payment affects the delivery of Module Study Guides which in turn compromises the student's ability to complete the module.

2.5 Re-sit fees

- 2.5.1 All re-sit fees should be paid to the Faculty of Education in London.
- 2.5.2 A fee of £100 is payable for each module re-sit. (Re-sit fees do not include any accommodation, travel costs or Practical Teaching Supervisor costs).

- 2.5.3 National Administrators will be informed of any confirmed re-sit students.

3 Payment Details

The CBTS programme comprises two years of study. The start of the programme for all countries is January of each year. The programme fee can be paid in four equal instalments, as shown below.

3.1 Payment Dates

Year 1 of the programme		Year 2 of the programme	
1 st instalment	1 st December	1 st instalment	1 st December
2 nd instalment	1 st April	2 nd instalment	1 st April

3.2 Invoicing

Students will receive an invoice in respect of each calendar year of study, showing the fees for the first two instalments, plus tax where applicable. If the student enrolls in London, s/he will receive an invoice in sterling from the Royal Academy of Dance, London. If enrolled locally, s/he will receive an invoice in local currency from the appropriate National Administrator. Programme materials will be released only after appropriate fee instalments have been received. Failure to adhere to fee payment deadlines will result in expulsion from the programme unless a prior arrangement has been made. All materials are the copyright © of the Royal Academy of Dance ® and should at no time be photocopied and passed on to anyone else.

3.3 Methods of Payment

Methods of payment include direct debit, credit card or cheque payment as well as Internet or electronic transfer. Details of how to pay will be included with your invoice or provided by the local office or National Administrator. In all cases payments must be received in accordance with the timescales above in 3.1.

4 Refunds

Programme fees are **not normally refundable**. If a student decides not to continue with his/her studies, the following applies:

4.1 Withdrawals:

- 4.1.1 Students are required to notify the Registry of an intention to withdraw by completing and returning the withdrawal form.

- 4.1.2 If you wish to withdraw during an academic year you will normally be required to pay the full fees for that year, unless you have extenuating circumstances, or are a new student and it is within four weeks of the start of the programme. In these circumstances you will not be required to pay fees for future semesters and any fees paid in advance will be refunded.
- 4.1.3 If you wish to withdraw at the end of the year you must submit the appropriate paperwork by **30 September**, otherwise you will be liable for the following year's fees.
- 4.1.4 If you are requested to withdraw from the programme by the Director of Education on academic grounds, a refund will be made for any outstanding semester where fees have been paid in advance. If you are requested to withdraw for reasons in relation to your conduct no refund will be given.

4.2 Suspension of Studies:

- 4.2.1 Students are required to notify the Registry of an intention to suspend their studies by completing and returning the suspension of studies form.
- 4.2.2 If you wish to suspend your studies you must apply **within four weeks of the start of the year**. Applications will only be considered after this point if there are exceptional circumstances.
- 4.2.3 An administration fee of £200, payable to London, will normally be charged and on return to study you will be charged the fee rate of the cohort which you join for each additional year of study.
- 4.2.4 You may only suspend your studies for one year and you are required to suspend all three modules.

5 Additional information

The following list, although not exhaustive, gives an idea of additional costs that students should consider:

- 5.1 The programme includes two Intensive Study Periods (ISPs) of 6 days each. These will take place in centres approved by the Academy. Students will need to pay for travel to these centres, and to arrange and pay for accommodation. Details of local accommodation can be obtained from the internet or from the National Administrator.

- 5.2 In certain circumstances, students who share a common language and live in the neighbouring country will be required to pay the fee quoted for the country to which their CBTS programme has been assigned:
- Students from cluster countries will be required to pay for accommodation in and travel to and from the country where the approved centre for the ISP is located. This may not be in their home country.
 - Students from outside the UK, joining the UK programme, will be required to arrange and pay for accommodation in and travel to and from the UK for the ISP in CBTS 101 and 102.
 - Students who live in Ireland will also be required to arrange and pay for accommodation in and travel to and from the UK for the ISP in CBTS 101 and 102. All other modules will be delivered in Ireland.
 - Students from Switzerland, Austria and Luxembourg will be required to arrange and pay for accommodation in and travel to and from Germany for the ISP in CBTS 101 and 102.
 - Students from the USA **may** be required to arrange and pay for accommodation in and travel to and from Canada for the ISP in CBTS 101 and 102.
 - Students from Cyprus will be required to arrange and pay for accommodation in and travel to and from Greece for the ISP in CBTS 101 and 102.
 - Students from Taiwan will be required to arrange and pay for accommodation in and travel to and from Hong Kong for the ISP in CBTS 101 and 102.
- 5.3 Students will be required to wear comfortable clothing in which to perform during the ISP. If dance wear, books (including syllabi books) or stationery are required students will need to purchase these for themselves.
- 5.4 Students will be required to make contact with tutors for tutorial support by telephone, fax, email and/or post and therefore should ensure that they have the facility to do so. Please note that an e-mail address and regular access to a computer is obligatory for all students.

Royal Academy of Dance, RAD, the Academy's logo, and CBTS are registered and unregistered trademarks of the Royal Academy of Dance in the European Union and other countries. © Royal Academy of Dance. All rights reserved.