

## FAQs - Applicant and capitation fees for the 2017 cycle

### What are the changes?

As part of UCAS' annual review of application and capitation fees, the UCAS Board decided in December 2015 to approve uplifts to some scheme application and capitation fees for the 2017 admissions cycle. This ensures we are able to meet our responsibilities in delivering value for money and a fair and accessible admissions service for both applicants and higher education providers. The changes are as follows.

	Application fee	Capitation fee
<b>Undergraduate</b>		
Current fee	£12 / £23	£20
Increase	£1 / £1	£2.77
New fee for 2017	£13 / £24	£22.77
<b>UCAS Teacher Training</b>		
Current fee	£23	£20
Increase	£1	£2.77
New fee for 2017	£24	£22.77

All applicant fees are inclusive of VAT. Capitation fees are exclusive of VAT.

The minimum fee for all undergraduate providers will be £2,277.

### Why are you increasing capitation fees?

UCAS does not increase fees lightly and understands the financial strains which HEPs are under. The main reason for this increase is that the cost of delivering the service has increased in line with inflation but fees have not.

At various groups and forums, admissions practitioners on the whole have shown an understanding of the need for UCAS to set pricing based on the cost of delivering the shared service.

### Why has the fee increased by such a specific figure?

This very precise figure has been calculated to ensure that we reflect inflation costs but also that we continue to close the contribution gap between applicants and providers.

### Why has the minimum fee increased?

The minimum fee reflects the cost to us of servicing providers, including the cost of listing courses on the UCAS search tool (the UCAS search tool generated 13 million views in 2014/15). This increase will affect approximately 141 providers who recruit fewer than 100 students through the UCAS Undergraduate scheme.

### **Why have the fees gone up for some schemes and not others?**

There should be price parity across comparable UCAS schemes – and by that we mean UCAS Undergraduate and UCAS Teacher Training. In addition we need to ensure that the increase for both providers and applicants is balanced in supporting the costs of running the admissions service.

We made these proposals to the UCAS Board, taking into account other factors such as inflation and the pressures on the higher education sector, and they were approved on that basis.

### **What do I get for my capitation fee?**

You receive or have access to a wide range of UCAS services.

#### Services to support your admissions operation

- Data Collection Team to ensure consistent and quality assured data
- Course Collect (course listings on our online search tool)
- UCAS search tool
- A dedicated secure area for providers on the UCAS website
- Verification and fraud services
- Application management tools (link products)
- Admissions data test files
- Apply, our online admissions portal
- Track, to manage replies and responses
- Professional resources, including the Admissions Guide and Decision Processing Manual

#### Services to enhance your experience of UCAS

- Engagement and outreach to schools, teachers and advisers
- Qualification comparisons and Tariff information resources
- Application deadline analysis and reporting
- Daily Clearing analysis
- Trend reports to inform recruitment strategy
- Support from our Higher Education Provider (HEP) Team
- Support from relationship managers and technology relationship managers
- Stakeholder relationships and partners
- International experts
- Professional training and development
- On-demand communications

#### Additional paid-for services from UCAS Media

- Around 50 higher education exhibitions every year
- Conferences across the UK
- Opportunities to reach prospective applicants through our pre-applicant database
- Application and Decision Tracker reports
- Unplaced applicant marketing opportunities
- Additional analysis and insight services
- Support from UCAS Media Account Managers

**Can we expect fees to continue to increase year on year?**

We don't take the decision to increase fees lightly but we have made a commitment to close the gap between the cost of running the service and the application and capitation fee income. We will of course keep you informed of the outcomes of recommendations to the board as we review them on an annual basis.

**How is this being communicated to applicants and their advisers?**

A full communications plan is in place which addresses both proactive messages for advisers, as well as changes to printed and digital publications for both audiences.

**Are you increasing the fees to cover all the 'extra' initiatives and projects that UCAS is currently working on?**

The increase in fees starts to close the gap between the current cost of delivering our core services and income. It does not cover the cost of the development of our new admissions services.

As communicated previously, as a business we are focused on developing new admissions services including search, collect, apply, and information and advice for all of our schemes. Information on what we are doing, and what is currently in development is available on [ucas.com/providers](https://ucas.com/providers).

**Will fee increases be used to fund other innovations?**

No. Each new idea carries a business case that looks at the income and expenditure for the delivery and they are considered on a case by case basis.