

CMI FEES GUIDE 2023-24

Fees and Services for Education Provider
Partners & Higher Education Partners for 1st
September 2023 -31st August 2024
(v02|July 2023)

PARTNER APPROVAL FEES

All fees below relate to the approval of Partners as CMI Centres. Fees specified excluded VAT. All prices are correct at the time of publication and are subject to change, with notice.

Full Partner - Partners approved to assess learners internally, with CMI external moderation only	
Initial Approval - including one year's fee. Payable at time of approval	£1155
Annual Partner Fee - all fully approved partners	£1575
Annual Satellite Fee (plus Quality Manager's travel and accommodation expenses, if applicable)	£630
Additional Qualification Approval	No additional cost

Registered Partner - Partners approved to deliver CMI qualifications only, with all learners assessed via CMI's external Marking Service	
Initial Approval Fee	£900
Annual Fee	£420
Additional Qualification Approval	No additional cost

STANDARD QUALIFICATION FEES - DIRECT DELIVERY

All fees below relate to the registration of learners onto CMI qualifications only. Fees specified exclude VAT. All prices are correct at the time of publication and are subject to change, with notice.

This fee is invoiced to the Partner, and includes the cost of registration and certification of the relevant CMI qualification. Affiliate membership is also included for learners.

Level 2-4 (Incl. SCQF Level 6/7)	Std Registration	Top Up
Award	£105	-
Certificate	£145	£70
Diploma	£200	£80

Level 5 (Incl. SCQF Level 8/9)	Std Registration	Top Up
Award	£120	-
Certificate	£165	£80
Diploma	£220	£90
Extended Diploma	£275	£100

Level 6-8 (Incl. SCQF Level 11)	Std Registration	Top Up
Award	£145	-
Certificate	£220	£90
Diploma	£295	£100
Extended Diploma	£330	£110

DUAL ACCREDITATION PACKAGE FEES - MAPPING & REGISTRATIONS

The below fees relate to the mapping of a partner-developed programme to CMI qualifications, and the subsequent registration per learner. Fees specified exclude VAT. All prices are correct at the time of publication and are subject to change, with notice.

This fee is invoiced to Partners for the registration and certification of learners on a Dual Accredited programme via contract. Affiliate membership is also included for learners. This fee also includes the cost of additional support from CMI. This fee is a flexible fee to allow for learners to be registered on a mixture of qualifications (Award, Certificate, Diploma).

Mapping	
Dual Accreditation Mapping (per day)	£525

Registration Fees - Dual Accreditation Package Only	
RQF Level 2	£165
RQF Level 3 / SCQF Level 6	£195
RQF Level 4	£220
RQF Level 5 / SCQF Level 8	£250
RQF Level 6	£275
RQF Level 7 / SCQF Level 11	£330
RQF Level 8	£365

APPRENTICESHIP SUPPORT FEES

All fees below relate to the registration of learners the Apprenticeship Support Package only. Fees specified exclude VAT. All prices are correct at the time of publication and are subject to change, with notice.

This fee is invoiced to the Partner, and includes Affiliate Membership for apprentices for the duration of their apprenticeship programme.

Please note: Prices are subject to change January 2024

Apprenticeship Support	
Level 3 Team Leader/Supervisor	£200
Level 5 Operations/Departmental Manager	£250
Level 6 Chartered Manager Degree	£300
Level 7 Senior Leader	£250

END POINT ASSESSMENT FEES

All fees below relate to the registration of learners for End Point Assessment (EPA) only. Fees specified exclude VAT. All prices are correct at the time of publication and are subject to change, with notice.

This fee is invoiced to the Partner, and includes the cost of end point assessment only.

Please note: Prices are subject to change January 2024

End Point Assessment - Management & Leadership	
Level 3 Team Leader/Supervisor	£710
Level 5 Operational/Departmental Manager	£1050
Level 6 Chartered Manager Degree	£1155
Level 7 Senior Leader	£1260

End Point Assessment - Other	
Level 3 Business Administration	£685
Level 4 Junior Management Consultant	£895
Level 4 Associate Project Manager	£1200

END POINT ASSESSMENT CANCELLATION FEES

All fees below relate to the cancellation of End Point Assessment, per confirmed assessment booking and are effective as of 1st July 2023.

Fees specified exclude VAT. All prices are correct at the time of publication and are subject to change, with notice.

This fee is invoiced to the Partner, and are applicable only in the event of a cancellation.

Please note: Prices are subject to change January 2024

End Point Assessment - Current Standards only - cancellation fees per confirmed assessment booking	Notification no less than 29 days ahead of LAD	Notification within 15-28 days ahead of LAD	Notification less than 14 days ahead of LAD
Level 3 Team Leader or Supervisor v1.2	N/A	£175	£340
Level 5 Operational or Departmental Manager v1.2	N/A	£225	£450
Level 7 Senior Leader Masters Degree v1.0 (SLMDA)	N/A	£300	£600
Level 7 Senior Leader v1.1 and v1.2 (SLA)	N/A	£350	£650
Level 4 Business Administration AP03	N/A	£175	£330

End Point Assessment - Old Style Standards only - resit fees by Component	Notification no less than 29 days ahead of LAD	Notification within 15-28 days ahead of LAD	Notification less than 14 days ahead of LAD
Level 3 Team Leader/Supervisor v1.1	N/A	£160	£320
Level 5 Operational/Departmental Manager v1.1	N/A	£225	£450
Level 6 Chartered Manager Degree (CMDA)	N/A	£250	£500
Level 4 Junior Management Consultant (JMCA)	N/A	£225	£425
Level 4 Associate Project Manager (APM)	N/A	£350	£600

END POINT ASSESSMENT RESIT FEES

All fees below relate to the cancellation of End Point Assessment Resits by Assessment Method. Fees specified exclude VAT. All prices are correct at the time of publication and are subject to change, with notice.

This fee is invoiced to the Partner, for any work that is referred at EPA and does not need additional on-programme learning.

Please note: Prices are subject to change January 2024

Assessment Method	L3 TLS v1.2	L5 ODM v1.2	L7 SLMDA	L7 SLA	L3 BA
Professional Discussion underpinned by Portfolio	£250	£300	£350	£400	£225
Proposal/Presentation and questioning	£250	£300	£350	£400	£225
Both Assessment Methods	£500	£600	£700	£800	£450

End Point Assessment	L3 TLS v1.1	L5 ODM v1.1	CMDA	L4 JMCA	L4 APM
Marking of resubmitted portfolio & prepare for LAD	£100	£100	£100	£100	N/A
CBI/Interview Resit	£200	£200	£200	£200	£400
WBP / Presentation Resit	N/A	£175	£175	£175	£300
PD re CPD	£150	£150	N/A	N/A	N/A
All assessment methods (resit)	£450	£625	£475	£475	£700

MARKING SERVICE FEES

All fees below relate to the external marking of learner's written assignments by CMI, using a standard assessment brief. Fees specified exclude VAT. All prices are correct at the time of publication and are subject to change, with notice.

Assessment of one assignment (including one further submission)	£55
Resubmission of assignment	£20

FLEXIBLE ASSESSMENT FEES

The fees below relate to the approval and external marking of flexible assessments (i.e. customised assessments not considered a standard, written assignment) . Fees specified exclude VAT. All prices are correct at the time of publication and are subject to change, with notice.

Flexible Assessment Approval (per assessment)	£105
Flexible Assessment Marking (per assessment)	£105
Flexible Assessment Moderation (per assessment)	£50

If you would like support in developing your Flexible Assessments in order to get them ready for approval, we provide a consultancy service at an additional cost of £1275 per day.

CMI RECOGNISED

Fees specified exclude VAT. All prices are correct at the time of publication and are subject to change, with notice.

Prices are inclusive of 12 months affiliate membership for delegates.

Recognised-only Partners - Partners approved as a CMI Recognised Partner only	
Initial Approval - including one year's fee and mapping of one programme Payable at time of approval	£1655
Mapping for additional programmes	£525
Annual Renewal Fee	£1100
Certificate Customisation - inclusion of one logo on programme certificate	£55 (per template)
Delegate Registration	£160

Existing Full or Registered Partners - Partners who are CMI Approved Centres to deliver CMI qualifications (Full or Registered) and approved as a CMI Recognised Partner	
Initial Approval	N/A
Mapping for first or additional programmes	£525
Annual Renewal Fee	£525**
Certificate Customisation - inclusion of one logo on programme certificate	£55 (per template)
Delegate Registration	£160

**Payable only if programme requires re-map

CMI BITESIZE

Fees specified exclude VAT. All prices are correct at the time of publication and are subject to change, with notice.

Prices are inclusive of 3 months subscriber access for learners.

Registration fee per programme	£60
Registration fee per series (3 programmes)	£160

OTHER FEES

Fees specified exclude VAT. All prices are correct at the time of publication and are subject to change, with notice.

Administrative Fees	
Replacement certificate	£35
Certificate letter (if certificate cannot be produced)	£20
Learner re-registration fee (per learner per annum)	£50

Additional Visit Fees	
Additional quality assurance visit (per day)	£360
Additional approval advisory visit (per day)	£360
Consultancy visit (per day)	£360

Promotional Materials	
Promotional materials – a range of leaflets for CMI products and services are available for use by Partners	Free*
CMI banner stands – these are available (on a loan basis) for Partners to promote CMI	Free*

**subject to maximum levels (promotional materials) or availability (banner stands)*