

**Fees Booklet**

## General Information

Signature fees are based upon the costs associated with the different assessment methods used.

All fees are reviewed annually.

### **Qualification Approval fees**

An annual qualification approval fee is payable for each full qualification. When centres seek approval for a qualification they will be approved for all units within that qualification.

When a centre seeks approval for 2 qualification at the same time a 5% discount will be applied .

When a centre seeks approval for 3 or more qualification at the same time a 7% discount will be applied .

An invoice will be generated when an application for renewal/approval is submitted on-line.

Qualification approval fees are non-refundable.

### **Candidate registration fees**

Candidate registration fees are payable for each candidate, per assessment. An invoice is generated when an assessment is created and submitted for processing.

**A 30% discount will be applied to all candidates who are 18 years of age or younger when they are registered for assessment.**

### **Candidate Merge**

A £25 administration fee will be charged for Candidate ID numbers we have to merge. For more than one candidate, this fee will vary.

## **Replacement certificates**

Replacement certificates are available at a cost of £25 each to replace certificates that are lost, damaged in transit, or issued with incorrect names. Please note that replacement certificates will be marked as such. The name printed on the certificate is taken from the candidate registration details. If this information is incorrect the certificate will also be incorrect. It is important that candidate details are checked and Signature is informed of any amendments, before certificates are issued. For qualifications achieved prior to 2006 we no longer issue replacement certificates. A confirmation of achievement letter can be issued in lieu of a certificate(s) at a cost of £10.

## **Appeals**

Centres can request a re-mark for candidates who receive a fail result. The fee for this service is the same as the candidate registration fee or centre visit fee, and further information about the appeals process is shown on the [Signature website](#)

## **Withdrawal from an assessment for medical or bereavement reasons**

Candidates who withdraw from an assessment due to medical or bereavement reasons will be entitled to a full refund upon production of appropriate evidence.

## **Data protection access (DPA) requests**

Access requests will be provided at a cost of £10 per request. Please contact Signature for DPA Request forms.

## **Administration fees**

A fee of £25 may be charged for changes to assessments, for example if candidates have been registered for the wrong unit.

## British and Irish Sign Language

Qualification code	Qualification title	Annual approval fee		Candidate registration fee	Age range
<b>BSL1</b> <b>ISL1</b>	Level 1 Award in British Sign Language	£211	BSL/ISL101	£23	Pre 16, 16-18, 18+, 19+
	Level 1 Award in Irish Sign Language		(101F, 101H, 101Y)		
			BSL/ISL102	£38	
			BSL/ISL103	£38	
<b>BSL2</b> <b>ISL2</b>	Level 2 Certificate in British Sign Language	£211	BSL/ISL201	£43	Pre 16, 16-18, 18+, 19+
	Level 2 Certificate in Irish Sign Language		BSL/ISL202	£53	
			BSL/ISL203	£53	
<b>BSL3</b> <b>ISL3</b>	Level 3 Certificate in British Sign Language	£211	BSL/ISL320	£43	Pre 16 16-18, 18+, 19+
	Level 3 Certificate in Irish Sign Language		BSL/ISL321	£51	
			BSL/ISL322	£56	
<b>BSL33</b>	Level 3 Certificate in British Sign Language (BSL33)	£211	Formal Presentation	£40	Pre 16, 16- 18, 18+, 19+
			Informal	£40	
			Conversation		
			Receptive Skills	£68	
<b>BSL4</b> <b>ISL4</b>	Level 4 Certificate in British Sign Language	£211	BSL/ISL420	£42	19+
	Level 4 Certificate in Irish Sign Language		BSL/ISL421	£55	
	Level 4 Certificate in British Sign Language and		BSL/ISL422	£60	
	Introduction to Interpreting		BSL/ISL423	£75	

Qualification code	Qualification title	Annual approval fee		Candidate registration fee	Age range
	Level 4 Certificate in Irish Sign Language and Introduction to Interpreting	£288			
<b>BSL42</b>	Level 4 Certificate in British Sign Language	£211	Formal Presentation Informal Conversation Receptive Skills	£45 £45 £70	19+
<b>BSL62</b> <b>ISL62</b>	Level 6 Certificate in British Sign Language Level 6 Certificate in Irish Sign Language	£211	Assessment 1 Assessment 2 Assessment 3 Assessment 4, Assessment 5 Assessment 6	£26 £26 £26 £61 £61 £61	19+

\* Centres who are approved for BSL/ISL101 can register for the new units – Young People, Healthcare, and Frontline Staff – free of charge. The candidate registration fee of £23 still applies.

### Access to Communication in English (ACE)

Qualification code	Qualification title	Annual approval fee		Candidate registration fee	Age range
<b>DAC1</b>	Level 1 Award in Deaf Awareness and Communication	£86	K101 T101	£30 £30	Pre 16, 16-18, 18+, 19+

<b>MET3</b>	Level 3 Award in Modifying Texts for Deaf People	£87	K318	£60	16-18, 18+, 19+
			T303	£75	
<b>CSW3</b>	Level 3 Certificate in Communication Support for Deaf Learners	£346	K311	£60	19+
			K312	£60	
			K313	£60	
			K314	£60	
			K315	£60	
			K316	£60	
			K317	£60	
			K318	£60	
<b>ST3</b>	Level 3 Certificate in Supporting Teaching & Learning with Specialism for Deaf Learners	£260	ST301	£60	19+
			ST302	£60	
			ST303	£60	
			ST304	£60	
			ST305	£60	
			K318	£60	
<b>LIP3</b>	Level 3 Certificate in Lipspeaking	£174	LS301	£60	19+
			LS302	£75	
			LS303	£60	
			LS304	£60	

## Deafblind

Qualification code	Qualification title	Unit codes	Annual approval fee	Candidate registration fee	Age range
<b>DBC2</b>	Level 2 Award in Communicating with Deafblind People	£88	K202	£52	Pre 16, 16-18, 18+, 19+
			T201	£37	
<b>DBG2</b>	Level 2 Award in Communicating and Guiding with Deafblind People	£131	K202	£52	16-18, 18+, 19+
			T201	£37	
			T202	£37	
<b>DBK3</b>	Level 3 Award in Insights into Communication with Congenitally Deafblind People	£88	K301	£75	16-18, 18+, 19+
			K302	£75	

## Interpreting (BSL/English) and Translation

Qualification code	Qualification title	Unit codes	NVQ approval fee	NVQ candidate registration fee	Age range
<b>INTRA6</b>	Level 6 Diploma in Sign Language Interpreting and Translation	£626	Internal Assessment External Assessments	£30 £50	19+
<b>INT6</b>	Level 6 NVQ Diploma in Sign Language Interpreting	£626	INT6A1	£97	19+
			INT6B1	£97	
			INT6C1	£97	
			INT6D1	£97	
			INT6E1	£97	
			INT6G1	£97	
<b>TRA6</b>	Level 6 Diploma in Sign Language Translation	£522	PTRA1	£97	19+
			PTRA2	£97	
			PTRA3	£97	
			PTRA4	£97	
			INT6E1	£97	
<b>Administration Fees</b>					
EQA visit fee			£330		



Cancellation of EQA visit by centre less than 5 working days prior to visit	£330
Cancellation of EQA visit by centre between 5 – 15 working days prior to visit	£200
Desktop verification fee	£160