

Professional Education Qualifications - Additional Fees (August 2023)

Additional Fee table

Type of Fee	Action	Cost
Result Enquiry	Remark & Clerical check	£80
	Feedback	£125
	Remark, Clerical Check and Feedback	£160
Appeals Process	Appeals Stage 1	£117
	Appeals Stage 2 (for SPS only)	£158
Certification Process	Reissue of hard copy certificate	£48
	Delivery fees 1st & 2nd class/airmail UK Trackable Delivery International Trackable Delivery	No charge £12 £30
	Digital Certificate – Hard copy	£27.50
	Delivery fees 1st Class 2nd Class UK Courier International Courier (Europe) International Courier (Rest of the World)	£5.99 £3.99 £10 £30 £35
	Level 6 PETR/UKFR/ FSRE - Digital Certificate (if completed under Advanced DipFA/ CeMAP/ DipFA)	£10
Reference Request (company confirming qualification results)	LIBF member/current student	Free
	Non-LIBF member/current student	£80
Exemption (Recognition of Prior Learning)	Unit/qualification/module exemption through academic or professional body qualifications	£50
	Experiential learning	£390
Deferral fee	All qualifications – if applicable	£175
Coursework re-submission fee	All qualifications – if applicable	£110