



University of Sheffield

Tuition Fee Refund Policy 2025-26

Undergraduate and Postgraduate Taught Students

Week of withdrawal or start of Leave of Absence		Corresponding Dates in 2025-2026 ¹	Percentage of Annual Tuition Fees Due (UG SLC-funded)	Percentage of Annual Tuition Fees Due ² (UG/PG Self-Funded/Sponsored)
Intro Week - Week 5	Term 1	22 Sep 2025 – 2 Nov 2025	0%	0% ^{3,4} (after the retention of any deposits)
Week 6 to Week 12 (and through the Christmas Vacation)		3 Nov 2025 – 18 Jan 2026	25%	33%
	Term 2	19 Jan 2026 – 19 April 2026	50%	67%
	Term 3	20 April 2026 onwards	100%	100%

¹ These dates relate to students whose registration start date is 29 September 2025, attending a full academic year. The dates should be adjusted for cross-sessional students according to the 'start of registration' date. If your full registration period is for one semester only,

or you are on a Continued Professional Development Programme, please

contact the Student Fees team

The above dates will be adjusted accordingly, for students with a Registration Start Date earlier than 29 September 2025e.g.

- PGDE "Self funded" students with a Registration Start Date of 1 **September 2025** (exception of SLC funded students - table above applies).

² Fee deposits are non-refundable.

³ Distance Learning courses: 10% of the annual tuition fee is retained for Residential Weekends. (unless charged separately by the department e.g. Orthoptics).

⁴ Languages for All: Students withdrawing from Languages for All modules should seek guidance about refunds here:

www.sheffield.ac.uk/mltc/application

Postgraduate Research Students

(Self-funded and Sponsored)

Week of withdrawal or start date of Leave of Absence	Corresponding Dates in 2025-2026 ¹	Percentage of Annual Tuition Fees Due
Intro Week - Week 4	22 Sept 2025 - 26 Oct 2025	0% ^{2,3}
Week 5 - Week 12	27 Oct 2025 - 21 Dec 2025	25%
Week 13 - Week 25	22 Dec 2025 - 22 Mar 2026	50%

Week 26 - Week 38	23 Mar 2026 - 21 Jun 2026	75%
Week 39 onwards	22 June 2026 onwards	100%
<p>¹ These dates relate to students whose registration start date is 29 September 2025. The dates should be adjusted for cross-session students according to the 'start of registration' date. If your full registration period is for one semester only, please email contact the Student Fees team</p> <p>² Distance Learning courses: 10% of the annual tuition fee is retained for Residential Weekends.</p> <p>³ Languages for All: Students withdrawing from Languages for All modules should seek guidance about refunds here: www.sheffield.ac.uk/mltc/application</p>		

1. How Refunds are Applied

If fees were paid by Debit or Credit Card or a Direct Bank Transfer, the refund will be made to the same account.

The method of refund will be determined by the amount of tuition fees paid and owed up to the point of application. Therefore, subject to individual circumstances, a refund can be:

- a direct refund of tuition fees already paid
- a reduction in the tuition fees due
- a tuition fee debt reduction.

If you change your degree course, you submit your thesis earlier than anticipated or if there is any other kind of interruption to your studies, and you need to know how this Policy will affect you, please email the Student Fees Team in Registry Services at: studentadmin@sheffield.ac.uk

Contact Information :

Student Fees and Funding Team

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Revised AUGUST 2025