



Membership Fees			
New member	£425	€ 510	\$637.50
Annual renewal	£240	€ 288	\$360

Assessment Fees (per candidate)			
Paper assessment fee	£140	€ 168	\$210
Online assessment fee	£99.75	€ 119.70	\$149.65
Resit fee (returning resit only)	£26.25	€ 31.50	\$39.40

Assessment Fees (per schedule)			
Invigilation – Classroom based assessment ¹	Variable		
Invigilation – Virtual assessment ²	£173	€ 207.60	\$259.50
Invigilation – Late change 24 hour ³	£160	€ 192	\$240
Invigilation – Late change 24-72 hour ⁴	£130	€ 156	\$195
Courier costs ⁵	Variable		
Printing costs ⁶	Variable		

Accreditation Fees			
Primary centre ⁷	£2,625	€ 3,150	\$3,937.50
Associate centre	£1,575	€ 1,890	\$2,362.50
Administration fee ⁸	£225	€ 270	\$337.50
Technical Review fee	£250	€ 300	\$375
New programme ⁹	£650	€ 780	\$975
Enhanced Well Control ¹⁰	£975	€ 1,170	\$1,462.50
Well Control in Design and Lifecycle Management ¹⁰	£975	€ 1,170	\$1,462.50
Invigilation – Pilot digital assessment ¹¹	£121	€ 145.20	\$181.50
Annual renewal fee – Primary centre	£1,045	€ 1,254	\$1,567.50
Annual renewal fee – Associate centre ¹²	£520	€ 624	\$780

Quality Assured Fees - Introductory Rates			
Application ¹³	£1,295	€ 1,554	\$1,942.50
Certificate (per candidate) ¹⁴	£20	€ 24	\$30
Annual renewal	£495	€ 594	\$742.50
Administration Fee ¹⁵	£225	€ 270	\$337.50

Audit Fees			
Audit fee ¹⁶	£2,625	€ 3,150	\$3,937.50

Training Course Fees (per candidate)			
Assessor Training	£1,995	€ 2,394	\$2,992.50
Train the Trainer	£995	€ 1,194	\$1,492.50

Fees are in GBP, Euro and USD.

All fees are exclusive of VAT and VAT will be added where applicable.



Notes

- ¹ Invigilation costs for classroom-based assessments (online and paper) are variable.
- ² A maximum of 3 candidates per schedule is permitted for a virtual assessment.
- ³ Applies when a centre makes any changes, cancellations, or postponements less than 24 hours before the start of an assessment that reduce the number of invigilators booked, and the invigilation provider charges a late change fee as a result.
- ⁴ Applies when a centre makes any changes, cancellations, or postponements between 24 and 72 hours before the start of an assessment that reduce the number of invigilators booked, and the invigilation provider charges a late change fee as a result.
- ⁵ Courier costs, for paper assessments, will be charged for the shipment of assessment papers from IWCF to the invigilator and from the invigilator to IWCF. These costs are variable dependent on the weight/dimension of the package and the location of the centre.
- ⁶ Local printing of assessment papers may be done in some circumstances. The cost will be chargeable to the centre and are variable dependent on the location of the centre and the number of assessments printed.
- ⁷ Fifty percent of the primary centre accreditation fee is payable on application and is non-refundable.
- ⁸ The Administration fee will be charged when a centre makes a change to their accreditation and where a primary centre with an existing associate centre applies to have a new associate centre accredited. Changes to accreditation could include, but is not limited to, change of location and change of name.
- ⁹ The fee applies to any programme and/or level being added to an existing accreditation. The fee is payable on application and is non-refundable.
- ¹⁰ The fee applies to the programme being added to an existing accreditation. The fee is payable on application and is non-refundable.
- ¹¹ A digital assessment pilot is necessary for all primary and associate centres. A pilot will be carried out at new centres, transitioning centres (paper to digital) and for any change of location of a centre. More than one pilot may be necessary.
- ¹² Customers renewing associate centres will be charged one associate centre renewal fee regardless of the number of associate centres that are renewed.
- ¹³ The fee is payable on application and is non-refundable.
- ¹⁴ Optional certificate service for Quality Assured providers who may not have the ability to issue verifiable certificates to learners. The fee applies to each candidate certificate issued.
- ¹⁵ The fee applies in the following circumstances where additional review or observation is required:
 - A change of instructor that requires an observation
 - Significant updates to course content that requires evaluation
 - Addition of the assessment standard to an existing endorsement
- ¹⁶ The audit fee is payable for the accreditation audit, and for all surveillance audits. All primary and associate centres are subject to audit.

The audit fee is also payable when a centre requires a re-accreditation audit following suspension. Where the accredited training centre requests a cancellation or change to the agreed audit date, the following will be charged:

- Cancellation/Rescheduling on the day of the agreed audit = 100% of IWCF's current audit fee
- Cancellation/Rescheduling within 10 days of the agreed audit date = 90% of IWCF's current audit fee
- Cancellation/Rescheduling over 10 days of the agreed audit date = any unrecoverable costs incurred.