

Pricing and fees 2025-26

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Administration and approval fees

Membership from 1 April 2026

From 1 April 2026 the membership structure is changing. Members will be banded based on several factors. Please refer to the ASDAN Membership Bands document on the website for more information on how these are calculated.

The bands are as follows:

- Micro - £350 + VAT
- Small - £500 + VAT
- Medium - £900 + VAT
- Large - £1,000 + VAT
- Macro - £1,100 + VAT

Under this new band, all members will receive the following at no extra cost:

- access to apply to deliver the full suite of ASDAN programmes and qualifications (subject to approval)
- all staff training as part of your membership, so you can train as many colleagues as needed (excluding tailored INSET sessions)
- centre approval
- external quality assurance support (EQA)
- in-person programmes moderation
- ongoing curriculum and delivery support

In addition to the above change, all members will be billed based on the year 1 April to 31 March. Any centres joining or renewing outside of 1 April will have their first invoice pro-rated to 31 March to align them with this cycle.

For members renewing prior to 1 April 2027, they have the option to upgrade to the new membership structure early in order to access the above.

Membership prior to 1 April 2026

There are different levels of ASDAN membership depending on which of our courses you would like to deliver.

- **Programmes:** £275 +VAT

Programmes members can access selected curriculum programmes:

- Short Courses (multiple titles)
- Accelerating Progress
- Lifeskills Challenge
- Lift Off
- Key Steps
- Employability Skills Development
- Focus
- Raising Aspirations
- Moving On

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- **Programmes Plus: £525 +VAT**
Access to the full range of ASDAN programmes (listed above) and:
 - Personal Development Programmes
 - Preparing for Adulthood programmes
 - My Independence
- **Qualifications: £655 +VAT**
Access to the full range of ASDAN programmes and qualifications (listed above) and:
 - Personal Effectiveness Qualifications (PEQ)
 - Award of Personal Effectiveness (AoPE)
 - Certificate of Personal Effectiveness (CoPE)
 - Employability
 - Extended Project Qualification
 - Personal Progress
 - Personal and Social Development (PSD)
 - Personal and Social Effectiveness (PSE)

ASDAN operates outside of the UK. Full costs associated with international delivery of ASDAN courses can be found on pages 16-18.

Membership extensions

An expired membership can be extended to process moderation or certification at the following rates:

- 1–3 months = 25% of annual membership fee
- 4–6 months = 50% of annual membership fee
- 7–9 months = 75% of annual membership fee

Qualification centre approval visit

The regulatory Conditions of Recognition require an awarding organisation to ensure that centres delivering qualifications:

- have adequate systems and physical and human resources in place to support the delivery and assessment of its qualifications
- fully understand the requirements of its qualification specifications, and the processes and procedures which support its quality assurance activities
- ensure that the interests of candidates are always protected

New and existing members applying to deliver ASDAN qualifications will require an approval visit which is chargeable to the centre. The centre approval visit fee is £370.

A cancellation fee of £370 may be incurred if an approval visit is cancelled less than seven calendar days prior to the agreed approval visit date.

Qualification quality assurance reviews

All awarding organisations are required to monitor members delivering qualifications to ensure that the systems, policies and procedures in place meet requirements for continuing compliance.

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There is no charge for a quality assurance (QA) review; however, an admin fee will become chargeable if cancelled less than seven calendar days prior to the confirmed date.

Centres will be charged a Quality Assurance fee in the case of any malpractice and maladministration investigation and this may include travel costs.

Programmes, programmes plus and customised approval

Programmes, programmes plus and customised members are subject to an approval process to ensure organisations have appropriate policies, procedures and resources in place to deliver ASDAN courses effectively and safely. Centres seeking to purchase a membership will be asked to provide policies or other documentation. There is no additional cost to the customised accreditation fees quoted in this document.

Administration fees

These fees are applicable to all ASDAN members and are chargeable in the event of amendments made after deadlines, or in the case of non-attendance of training/standardisation sessions or other ASDAN events.

Administration fees level	Fee
• Level 1	£25
• Level 2	£50

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Training

ASDAN offers a wide range of staff development and training opportunities throughout the year. Training offers an accessible introduction to ASDAN's programmes and qualifications, providing information to effectively deliver ASDAN courses.

Training is highly recommended and can be conditional to continuing delivery as well as actioned following routine quality assurance monitoring activities.

For those adopting the new ASDAN membership bands (with effect from 1 April 2026) - all scheduled webinars and on-request online staff training courses will be free of charge (except for INSET bookings – see below).

All current membership types will continue to pay for training at the following costs

ASDAN Programme/Qualification webinars:

Webinar: Internal Quality Assurance (IQA) for ASDAN qualifications

Internal Quality Assurance (IQA) for ASDAN qualifications webinars aim to develop awareness and understanding of IQA practice. The training will support you to develop robust IQA practice at your centre, maintain high standards of submission and increase the chances of successful moderation.

- £85 per delegate

Webinar: Internal Quality Assurance (IQA) for ASDAN programmes

Internal Quality Assurance (IQA) for ASDAN programmes webinars aim to develop awareness and understanding of IQA practice. The training will support you to develop robust IQA practice at your centre, maintain high standards of submission and increase the chances of successful moderation.

- £85 per delegate

Webinar: Assessment for ASDAN Qualifications (AAQ)

Assessment for ASDAN qualifications webinars aim to develop awareness and understanding of good assessment practice for portfolio-based qualifications. The training will support you to develop robust assessment practice at your centre, understand the function of the specification plus standards with guidance, achieve and maintain high standards of submission and increase the chances of successful external quality assurance. Please note that this is not an assessor qualification – it is CPD for assessors delivering ASDAN qualifications.

- £85 per delegate

Moving On training (video)

Online training is available for practitioners delivering Moving On, with pre-recorded videos and digital training materials that can be accessed at any time. It introduces the course, along with guidance on the processes involved, course delivery and certification.

- £105 per delegate

INSET training (chargeable for all membership types)

Arranging an in-house training (INSET) day is an alternative way of ensuring your staff are equipped to deliver your chosen ASDAN course/s. It can also encourage team building and help develop a shared

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approach to implementing and delivering ASDAN courses.

	INSET		
	In person	Online (half day)	Online (full day)
20 or less delegates	£1,365	£790	£1,050
21 or more delegates	£1,890	£840	£1,155

The length of time needed for training varies according to your requirements and will be agreed with the trainer prior to confirming a booking.

INSET training packs:

- Standard: £17
- Advanced: £26

Cancellation

Training or INSET bookings cancelled within seven clear working days of the event date will be subject to the full fee. An administration fee may apply for non-attendance of any ASDAN training / standardisation.

Requests for amendments to bookings received within seven clear working days of an event date, for example transfer to another webinar, will be accommodated where possible for an administration fee.

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Qualifications – UK centres only

Standard qualification fee

All learner registration costs shown below are for each learner unless otherwise stated. The learner registration fee covers the administrative costs of registering the candidate for the qualification, the student book where applicable, awarding and certification.

The fee covers a single learner progressing from registration for the qualification through to award and it is important to note that the following assumptions are made:

- The fee excludes any one-off registration fees that would not be paid again were further qualifications to be taken in the future
- The fee excludes any periodic membership fees that would not have to be paid again were a second qualification to be taken in the same membership period.

Qualification	Level	Standard qualification Fee
Personal Effectiveness Qualifications (PEQ)	Entry 3	£40
	Levels 1, 2 and 3	
Award of Personal Effectiveness	Levels 1 and 2	£34
	Level 3	£38
Certificate of Personal Effectiveness	Levels 1 and 2	£38
	Level 3	£41
Employability	Award (all levels)	£37
	Certificate (all levels)	£37
Extended Project Qualification (EPQ)	Level 3	£60
Personal and Social Development	Award (all levels)	£37
	Certificate (all levels)	£37
Personal and Social Effectiveness	Award (Levels 1 and 2)	£35.95
	Certificate (Levels 1 and 2)	£43.95
Personal Progress	Award	£37
	Certificate	£37
	Extended Certificate	£80
	Diploma	£100

Additional fees

Additional administration fees may be applicable as set out above. These costs are for:

- Addition to or subtraction of details from the ASDAN database
- Review and re-identification of sample for portfolio moderation, due to late entry/withdrawal
- Additional administrative or external quality assurer staff time

Late fees

Members must register a cohort and book a moderation by 31 October of the academic year in which they wish moderation to take place. Learner registration and moderation requests received after this date will be subject to an additional fee of £100.

New qualifications members going through the centre approval process are exempt from late fees.

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Additional moderations

Qualifications members are entitled to two moderations for each qualification each year. Any additional moderations will be charged at a fee of £150.

Cancelled moderations and moderation visits

A fee will be charged if the centre cancels a postal moderation or moderation visit, or if the centre fails to subsequently update the registered learner's units on the ASDAN website by the four-week deadline, or forward sampled portfolios to the EQA, preventing a booked moderation from taking place.

Cancelling less than seven calendar days prior to the confirmed moderation date incurs a fee of:

Moderation type	Fee
Moderation visit	£100
Postal moderation	£100

Replacement certificate costs

£15 for each certificate unless the need for its issue is due to an error by ASDAN.

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Enquiries and appeals

Charges for enquiries about results, review of moderation outcome (EPQ) and appeals

The process for requesting these services can be found in the Centre guidance, or EPQ centre handbook.

	Charge
Stage one: enquiries about results	
Clerical check (informal enquiries regarding assessment decisions)	No charge
Stage two: appeals	£150 per learner

Review of moderation outcome (for EPQ only)	Charge
Request for review of moderation outcome	£40 per learner
Appeal following review of moderation outcome and/or other procedural decision	£150 per learner

There will be no charge if an appeal is upheld.

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Programmes

Learner registration and certification costs

All costs shown below are for each learner, unless otherwise stated.

Accelerating Progress

Accelerating Progress tutor support manual (per course)	£184 +VAT
Accelerating Progress learner workbook (per learner, per course)	£19 +VAT
Learner registrations	£12
Accelerating Progress PDF certificate	Free
Accelerating Progress printed and foiled certificate (optional, per learner, per course)	£3.75

Employability Skills Development

Employability Skills Development book (one per learner)	£12
Employability Skills Development certificates (optional, pack of 20)	£13.50 +VAT

Key Steps

Key Steps student book (one per learner)	£9.50
Key Steps PDF certificate (up to 3 per learner)	Free
Key Steps printed and foiled certificate (optional, per learner, per certificate)	£3.75

Lifeskills Challenge

Lifeskills Challenge one-year learner registration (one per learner, includes certification)	£25
Lifeskills Challenge one-year learner registration extension	£15

Lift Off

Lift Off tutor resource pack (full)	£166 +VAT
Lift Off module resource (per module)	£60 +VAT
Lift Off student book for primary to secondary	£6.50 +VAT
Lift Off student book for secondary	£6.50 +VAT
Lift Off module student book (per module)	£6.50 +VAT
Lift Off tutor resource: Awareness	£60
Lift Off tutor resource: Aspiration	£60

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Lift Off tutor resource: Attainment	£60
Lift Off stickers (optional, 18 per sheet, pack of 30 sheets)	£18 +VAT
Lift Off certificates (optional, pack of 30)	£20 +VAT

Moving On

Moving On: module journal	£9 +VAT
Moving On: full course certificate	£3.75

My Independence

Exploring Aspirations: learner registration (includes learner record and certification)	£31
Exploring Aspirations: learner record: tutor reference copy	£20
Transforming Aspirations: learner registration (includes learner record and certification)	£33
Transforming Aspirations: learner record: tutor reference copy	£21
Transforming Aspirations: learner registration	£34
Realising Aspirations: learner registration (includes three learner records for one pathway, and certification)	£34
Realising Aspirations: learner record: all modules: tutor copy	£88
Realising Aspirations: tutor guidance and resources (full)	£310 +VAT
Realising Aspirations: tutor guidance and resources (per pathway)	£89 +VAT
Realising Aspirations: additional modules	£9
Realising Aspirations: additional modules, pathway of three modules	£26
Supporting Aspirations: learner registration (includes certification)	£12
Supporting Aspirations: tutor guidance and resources (full)	£310
Supporting Aspirations: tutor guidance and resources (per pathway)	£89
My Independence: learner evidence binder	£8
My Independence: pathway stickers	£6

Personal Development Programmes (Bronze, Silver, Gold)

Bronze / Silver / Gold registration (includes student book)	£15.95
Certification (per learner, per certificate)	£7.50

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Preparing for Adulthood Programmes

New Horizons student book	£13
New Horizons certification	£7.50
New Horizons tutor guidance	£20
Transition Challenge Sensory student book	£12
Transition Challenge Sensory student book in ring binder	£22
Transition Challenge Introduction and Progression student book	£15
Transition Challenge Introduction and Progression student book in ring binder	£26.50
Transition Challenge Introduction and Progression tutor guidance and resources	£53
Transition Challenge Silver certification (for module completion)	£7.50
Transition Challenge Gold certification (whole programme)	£7.50
Towards Independence Starting Out module and folder (mandatory)	£12.50
Towards Independence additional modules	£8.20
Towards Independence module reference book 2016	£54
Towards Independence tutor guidance and resources	£55
Workright student book	£12
Workright certification	£7.50
Workright tutor guidance (optional)	£25
Level of Support picture stickers	£11.50

PSHE Short Course

PSHE Short Course student book or e-learning login (one per learner)	£12
PSHE Short Course printed and foiled certificate (optional, per learner, per Short Course)	£3.75
PSHE resource pack (optional, includes all modules)	£255 +VAT
PSHE module resource (optional, per module)	£29 +VAT
PSHE resource folder with dividers	£12 +VAT

Short Courses

Short Course student book or e-learning login (one per learner)	£12
Short Course e-portfolio login	£12
Short Course PDF certificate	Free
Short Courses printed and foiled certificate (optional, per learner, per Short Course)	£3.75

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External moderation

Personal Development and Preparing for Adulthood programmes:

Moderation type	Fee
External moderation at a regional event	No fee
Postal moderation	£51 per portfolio

My Independence

My Independence programmes are internally moderated; however, members must attend a CPD event within the moderation year to claim certificates of course completion. There is no cost to attend a CPD event; however, an administration fee may apply for non-attendance. Dates will be published on the ASDAN website.

All other curriculum programmes are moderated internally.

Replacement certificate costs

£15 for each certificate, unless the need for its issue is an error made by ASDAN.

Customised Accreditation

Customised Accreditation is a bespoke arrangement whereby ASDAN will accredit and certificate a programme that a centre has written.

Customised accreditation fees

Annual membership fee

£1,520 + VAT

Certification

A bespoke candidate certificate will be issued upon request and will cost £10.50

Universities Award Customised certificate

£14.50 per certificate.

Replacement certificate costs

£15 per certificate unless the need for its issue is due to an error by ASDAN.

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International

Membership

There are different levels of ASDAN membership depending upon which of our courses you would like to deliver.

- **Programmes: £345**

Programmes members can access selected curriculum programmes:

- Short Courses (multiple titles)
- Accelerating Progress
- Lifeskills Challenge
- Lift Off
- Key Steps
- Employability Skills Development
- Focus
- Raising Aspirations

- **Programmes Plus: £630**

Access to the full range of ASDAN programmes – the list above and:

- International Personal Development Programmes (Bronze, Silver, Gold)
- Preparing for Adulthood programmes

International training

Training for members outside of the UK is usually delivered by webinar:

- First delegate: £265
- Second delegate: £205

International INSET training

	INSET		
	Online (per hour)	Online (half day)	Online (full day)
20 or less delegates	£270	£810	£1,215
21 or more delegates	£295	£885	£1,325

The length of time needed for training varies according to your requirements and will be agreed with the trainer prior to confirming a booking.

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International programmes

All costs shown below are for each learner, unless otherwise stated. Postage and packaging will be charged in addition.

Accelerating Progress

Accelerating Progress tutor support manual (per course)	£184 +VAT
Accelerating Progress learner workbook (per learner, per course)	£19 +VAT
Learner registrations	£12
Accelerating Progress PDF certificate	Free
Accelerating Progress printed and foiled certificate (optional, per learner, per course)	£3.75

Employability Skills Development

Employability Skills Development book (one per learner)	£12
Employability Skills Development certificates (optional, pack of 20)	£13.50 +VAT

International Personal Development Programmes (Bronze, Silver, Gold)

Bronze/Silver student book	£13
Gold student book	£12
Certification (per learner, per certificate)	£7.50

Key Steps

Key Steps student book (one per learner)	£9.50
Key Steps PDF certificate (up to 3 per learner)	Free
Key Steps printed and foiled certificate (optional, per learner, per certificate)	£3.75

Lifeskills Challenge

Lifeskills Challenge one-year learner registration (one per learner, includes certification)	£25
Lifeskills Challenge one-year learner registration extension	£15

Lift Off

Lift Off tutor resource pack (full)	£166 +VAT
Lift Off module resource (per module)	£60 +VAT
Lift Off student book for primary to secondary	£6.50 +VAT
Lift Off student book for secondary	£6.50 +VAT

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Lift Off module student book (per module)	£6.50 +VAT
Lift Off stickers (optional, 18 per sheet, pack of 30 sheets)	£18 +VAT
Lift Off certificates (optional, pack of 30)	£20 +VAT

Preparing for Adulthood Programmes

New Horizons student book	£14
New Horizons certification	£7.50
Transition Challenge Sensory student book	£12
Transition Challenge Sensory student book in ring binder	£22
Transition Challenge Introduction and Progression student book	£15
Transition Challenge Introduction and Progression student book in ring binder	£26.50
Transition Challenge Silver certification (for module completion)	£7.50
Transition Challenge Gold certification (whole programme)	£7.50
Towards Independence Starting Out module and folder (mandatory)	£12.50
Towards Independence additional modules (per module)	£8.20
Towards Independence certification (up to five modules)	£7.50
Workright student book	£12
Workright certification	£7.50
Workright tutor guidance (optional)	£25

PSHE Short Course

PSHE Short Course student book or e-learning login (one per learner)	£12
PSHE Short Course printed and foiled certificate (optional, per learner, per Short Course)	£3.75
PSHE resource pack (optional, includes all modules)	£255 +VAT
PSHE module resource (optional, per module)	£29 +VAT

Short Courses

Short Course student book or e-learning login (one per learner)	£12
Short Course PDF certificate	Free
Short Courses printed and foiled certificate (optional, per learner, per Short Course)	£3.75

Replacement certificate costs

£15 for each certificate plus postage unless the need for its issue is due to an error by ASDAN.