

Diploma Fees Guide from September 1st 2023

Introduction

Thank you for downloading this document. Hopefully this means that you are interested in signing up for the Diploma.

The Diploma offers excellent value for money and will provide you with a high quality learning journey that will help you to develop your permaculture skills, so we hope you will take the plunge and register!

The fees are currently the best balance between valuing tutor time, ensuring ongoing maintenance and development of the system, and keeping it affordable.

The fees in this guide were correct at the time of publishing but are subject to ongoing review. Please check the website to ensure you have the latest version of this guide.

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Diploma Membership*

For £12/month** you are joining a thriving learning community of permaculture practitioners.

Benefits of joining the Diploma system:

1. Connect with other apprentices via the Permaculture Association website and map
2. Monthly online gatherings to connect with apprentices, tutors and Diploma graduates
3. Join the Diploma Design Share space and find a guild on the Community Hub platform
4. Diploma newsletters
5. Library of searchable designs on the website
6. Opportunity to take part in annual Diploma gathering

7. Admin support
8. Diploma system support, including continual professional development (CPD) of the tutor register and maintenance of standards in assessment and support
9. Additional future developments, including new and improved website functionality
10. Plus all the benefits of standard membership of the Permaculture Association

*Please note that Diploma membership **does** include all the benefits of standard membership of the Permaculture Association. Therefore if you wish to register for the Diploma and are already a member, please get in touch with the office. Diploma Membership does **not** include any costs for tutorials or assessments, which apprentices pay directly to tutors as they take place. These fees are detailed below.

**Annual payment option also available, please contact the office.

Tutorial and Assessment Costs

Joining the Diploma programme involves receiving tutorial support, and your work being assessed by a qualified Tutor. All tutoring fees are paid directly by the Apprentice to the Tutor, as and when you receive tutorials and assessments.

Your chosen Tutor will typically provide all of your tutorials including your Induction, Personal Tutorials and Design Support Tutorials. If they are Assessment Tutors they may also provide the assessment of your designs. Further details of the tutorial types and assessment procedures can be found in the Apprentice Guidebook.

There is a fixed standard rate per hour for all tutorials of £45. Some of the tutorials and assessments are of a fixed length, others variable depending on your needs and arrangements with your tutor. Further details about this will be found in your Apprentice-Tutor Learning Agreement after your Induction.

Essential tutorial events	Fee	Tutor time
Induction Event	£90	2 hours
Interim Portfolio Assessment	£270	6 hours, inc 1 hr feedback
Final Portfolio Assessment Part 1	£270	6 hours, inc 1 hr feedback
Final Portfolio Assessment Part 2	£225	5 hours
Final Presentation Event	£112.50	2.5 hours
Total:	£967.50	

Additional tutorial costs (highly recommended)

Personal Tutorials	£45 for 1 hour - flexible length (30 minutes to 2 hours)
Design Support Tutorials	£45 for 1 hour - recommended 2 hours

How much might it cost overall?

There is no fixed fee for the entire diploma programme, therefore how much it will cost you depends on how long you are on the system and how many tutorials you use. This gives you flexibility and control over the cost of your Diploma. The cost may also vary if your work needs reassessment.

Here is one scenario based on these averages, if you:

- take three years to complete the Diploma
- have a one-hour personal tutorial every six months
- have a two-hour design support tutorial every year and
- don't need to have any work reassessed

£432	Diploma Membership (£12 a month for 3 years, assumes no increase in this fee)
£90	Induction Event
£270	Personal Tutorials (6 hours at £45 per hour)
£270	Design Support Tutorials (6 hours at £45 per hour)
£270	Interim Portfolio Assessment
£270	Final Portfolio Assessment Part 1
£225	Final Portfolio Assessment Part 2
£112.50	Final Presentation Event
Total	£1939.50

This cost will go down if you complete the Diploma more quickly and will go up if you take longer and have more tutorials.

What if it takes me ages to complete?

We recognise that some people will naturally take a long time to complete the Diploma, as it is self-directed learning that aims to embed permaculture in your life. However many of the Diploma costs are one-off fees, therefore it should not cost you too much more if you take a long time. And remember you have control over how many Personal, Design Support and Technical Tutorials you need.

While fees may be adjusted in future (see the Fees Guarantee), here is an example of how current rates would cost in a scenario where you:

- take 10 years to complete the Diploma
- have 1 one-hour Personal Tutorial a year
- have 5 two-hour Design Support Tutorials in total
- don't need any work reassessed

£1440	Diploma membership (£12 a month for 10 years)
£90	Induction Event
£450	<i>Personal Tutorials (1 x £45 every year - you may choose to have fewer)</i>
£450	<i>Design Support Tutorials (5 x £90 over 10 years - you may choose to have fewer)</i>
£270	Interim Portfolio Assessment

£270	Final Portfolio Assessment part 1
£225	Final Portfolio Assessment part 2
£112.50	Final Presentation Event

Total **£3307.50**

What's the minimum possible cost?

You must be enrolled on the Diploma system for a minimum of 1 year (and have completed your PDC a minimum of 2 years ago) in order to be eligible to accredit. To complete a portfolio of 10 designs and accredit in 1 year will take a **significant commitment of time and energy** so please be aware of this when planning your Diploma pathway!

Again this scenario is calculated at current rates:

£144	Diploma Membership (£12 a month for 1 year)
£90	Induction Event
£180*	Personal Tutorials (x 4) <i>*not mandatory but highly recommended</i>
£270	Interim Portfolio Assessment
£270	Final Portfolio Assessment Part 1
£225	Final Portfolio Assessment Part 2
£112.50	Final Presentation Event

Total **£1291.50**

Concessionary rate membership

We are able to offer a concessionary rate for Diploma Membership in certain circumstances.

Please note all assessment fees and tutorials need to be paid at the standard rate as set out above, unless you have agreed alternative arrangements with your tutor in advance. Some tutors are willing to negotiate in-kind payment for tutorials and this will be declared in their profile on the Tutor Register.

If you believe you are eligible for a reduced rate for Diploma Membership, please contact the office, briefly outlining your circumstances.

Fees guarantee

We guarantee to keep all fees fixed for a period of one year. There will be an annual review of both the Diploma Membership and Tutorial and Assessment fees in June every year and changes to the fees will be implemented from September 1st every year.

How to pause your Diploma or drop out permanently

The first step in either scenario is to contact the office; please don't just cancel your monthly payments.

Under certain circumstances an Apprentice can take a break of up to six months and pause their payments. An email inviting the Apprentice to rejoin the pathway will be sent at the end of the agreed period. A further six months' pause is allowed but after that time - so a maximum of a one year break in total - the Apprentice will either have to restart payments or drop their

Diploma.

Requests to pause or withdraw from the Diploma must be made in writing (email is fine).

Cancellation and Refunds

Changed your mind after registering? We offer a 14 day cooling off period. Please ensure you read and understand the [cancellation and refund policy](#) on the Permaculture Association website.

Contact us

We are here to help you.

Website <https://www.permaculture.org.uk/diploma>

email diploma@permaculture.org.uk

call 0113 230 7461 - if possible, please email in the first instance as most staff work remotely