

Annual membership subscriptions – 2022

Basic element – all providers

(by company size)

Company size	Annual fee
Micro	£1,224
Small	£2,346
Medium	£3,468
Large	£4,590

Supplementary element – OfS eligible providers

(by FTE regulated HE student numbers)

FTE HE student numbers	Annual fee
Up to 25	£510
26-50	£765
51-75	£1,020
76-100	£1,275
101-300	£2,040
301-500	£2,550
501-1000	£3,213
1001-1500	£4,029
1501-2500	£5,049
2501-5000	£6,324
5001-10,000	£7,905
10,001-20,000	£9,945
20,001+	£12,495

Membership subscriptions policy

1. All members pay the **basic element** applicable to their size, based on the accepted EU definitions of micro, small, medium and large companies which derive from the number of employees, turnover and assets. Where these three indicators point to different sizes, the balance of ‘two out of three’ will generally apply, but a determination will be made by the Chief Executive.

Company Category	Staff headcount	Turnover	or	Balance sheet total
Large	>250	>£50 million		>£43 million
Medium	<250	<£50 million		<£43 million
Small	<50	<£10 million		<£10 million
Micro	<10	<£2 million		<£2 million

2. Members who are **ineligible for registration with the Office for Students** by virtue of being located in the devolved nations, or being too much under foreign ownership and control, or having a portfolio which does not include any courses formally recognised as higher education, will pay only the basic element which is appropriate to their size.
3. All members who are **eligible for registration** with the Office for Students must pay the **supplementary element** applicable to their FTE ‘regulated HE students’, except where it is confirmed that they have no application in progress and no plan to register within the next two years. If these plans change, IHE should be informed and a pro rata supplementary fee for the current year may become due from this point.
4. Where a member is liable for the supplementary element but also teaches some students on regulated higher education courses via a **subcontractual arrangement**, these students will be added to the member’s own registered students when determining the applicable band.
5. The subscription year runs from 1 January to 31 December. Full-time equivalent student numbers for the preceding academic year (1 August to 31 July) must be submitted to IHE by 31 December each year as part of the member’s Annual Declaration. These self-reported figures will be checked against the official statistics released by HESA annually, and where the two sets of figures diverge significantly, IHE will contact the member in order to reach a final determination of the correct subscription band, and where necessary to issue a further invoice or credit note.

Further details of the policy on membership subscription fees and payments are included in the 2022 edition of the IHE Rules.