

ation

3d information in the white columns all shaded columns have calculations (do not change any calculations in the shaded columns)

Company/organisation name

Title of programme

Course type - Accredited or Non Accredited

Grade I hourly rate (top of scale April 2026)

\* 45 minutes for every hour of teaching Accredited and \*30 minutes for non accredited learning

Total hourly rate

Pension contribution added

NI contribution added

Total of the salary rate per hour of teaching

Enter how many hours for delivery

This column will give the total salary costs for the length (GLH) of the course

Room rate to be applied to the costs if charged (if for example it is a NYC classroom, add £20 per hour) If it is on employer premises then zero costs

This column will give the total room rate for the course/session

Add total number of learners using ICT

For the use of NYC ICT resources there is a charge of £5 per head per hour

Total ICT charges if applied (£5 per head x number of learners x GLH)

Add learner numbers

Add miles travel for teacher if claiming travel (45p per mile)

Add time for travel for teacher if claiming travel (£22.64 X travel time)

At least £10 per head minimum charge for resources but if there are books etc add the specific charge for those items.

Total costs of all charges before 20% Mgmt charge

Add a 20% management and admin fee to total costs

Total charges to organisation/employer for courses for a non accredited course

Blank column

Add the accreditation, registration and certification costs

Add 20% further costs for all accreditation on costs eg standardisation and admin

Postage for certificates (3.50 per learner)

This column will give the total accreditation costs

Total charges to organisation/employer for courses with accreditation

These learners will not be reported to the ESFA or in scope of Ofsted

There can be no costs to the service the fee must cover charges

No minimum/maximum learner numbers but salary costs remain the same

Course Title	Course type (accredited or non accredited)	Hourly teaching rate Top of Grade I (Was Band 10)	*.75 or *.5	Total	Pension @22.6% plus additional	NI	Total Hourly Salary Rate	Enter GLH	Total Salary	Enter Room Hire Charge Per Hour	Total Room Hire	Number of ICT users (learner numbers)	Equipment charge £5 per hour per head if using NYCC ICT	Total Equipment	Enter Number of learners	Teacher Travel Costs (miles travel X 45p per mile)	Teacher £33.00 per hour for travel time (base salary rate without .75 uplift but with on costs)	Resources (books, handouts, etc.) £10 per head Unless known amounts	Total cost before 20% Mgmt fee	Management Fee 20% contribution	Total charge to organisation without accreditation	Accreditation fee per learner	Accreditation on costs 20%	Postage and Admin £3.50 per learner	Total Accreditation Fee	Total Cost to organisation with Accreditation
ICT	Non Accredited						£50.50	20	£1,010.00	£20.00	£400.00	10	£5.00	£1,000.00	10	£1.35	£99.00	£100.00	£2,610.35	£522.07	£3,132.42	£0.00	£0.00	£0.00	£0.00	£3,132.42
Accounting	Accredited						£58.50	10	£585.00	£0.00	£0.00	6	£5.00	£300.00	6	£0.00	£0.00	£60.00	£945.00	£189.00	£1,134.00	£400.00	£80.00	£21.00	£480.00	£1,614.00
							£0.00		£0.00		£0.00		£5.00	£0.00				£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
							£0.00		£0.00		£0.00		£5.00	£0.00				£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
							£0.00		£0.00		£0.00		£5.00	£0.00				£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
							£0.00		£0.00		£0.00		£5.00	£0.00				£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00

£0.00