

Services and Fees 2012

Level of services	Gold	Silver	Bronze
Start-up fee	£3000.00	£2000.00	£1250.00
Annual fee	£3320.00	£2240.00	£1650.00
Upgrade fee	£1000 from Silver £1750 from Bronze	£750 from Bronze	no longer open for new applications

Services	✓ included	✗ not included		Description of services
The Brand	✓	✓	✓	Full use of the QE Branding in all the School's marketing activities
Website entry	enhanced	full	standard	Comprehensive entry on this actively maintained website with Location and Coursefinder search facility
Marketing materials	✓	✓	✓	QE branded brochures (with School entries) and other promotional items supplied to the Schools
Outbound missions	2 included	fee payable	✗	One day workshops for QE Schools and local agents in carefully chosen markets
The 'QE Agent' list	✓	✓	✓	The management and development of the network of 'QE Agents'
Advertising	✓	✓	✓	Opportunities for shared advertising (e.g. Study Travel Magazine)
Enquiries	✓	✓	✓	Enquiries forwarded to Schools from both the QE website and the QE office
eNewsletters	✓	✓	✓	Opportunities to have a presence in the QE eNewsletters to agents
Website news	✓	✓	✗	Prominent display of QE Schools' news on the QE home page
Meetings	✓	✓	✓	Participation in meetings with other QE Schools when arranged
General marketing support	✓	✓	✓	Sharing market intelligence with QE Schools when on the road

The Gold level of services is open to QE schools in English-speaking countries. Schools in London, Oxford, Cambridge, Bournemouth, Brighton and Dublin are required to be Gold Schools.

The Silver level of services is open to QE schools in English-speaking countries. Schools in Boston, Cape Town, Sydney, Toronto, Vancouver (and other large cities such as San Francisco) are required to be at least Silver Schools.

The Bronze level of services is no longer open for new applications.

Commission 10% of the tuition fee on bookings generated by QE (with reference to the Licence Agreement paragraph 5).

Quality Control visit £275 plus local expenses. This is the fee for the compulsory 3 yearly Quality Control visit and written report (a 4 hour visit). (QE will give notice to schools if this fee changes).

Consultancy per day £350 plus expenses. A day's QE consultancy for schools wishing to benefit from QE's accumulated knowledge and expertise, and written report.

Summer centres Fees on application.

Mission schedule		Dubai - 29th January	Beijing - 29th March Tokyo - 3th April		Kiev - 25th September Istanbul - 27th September		Budapest - 1st November Barcelona - 7th November		Milan - 5th November San Sebastian - 9th November	
			1st	2nd	1st	2nd	1st	2nd	3rd	4th
Gold Schools	Earlybird 1	£718.00	£720.00	£675.00	£720.00	£675.00	£720.00	£675.00	£635.00	£590.00
	Earlybird 2	£802.00	£805.00	£755.00	£805.00	£755.00	£805.00	£755.00	£710.00	£660.00
	Full fee	£845.00	£845.00	£795.00	£845.00	£795.00	£845.00	£795.00	£745.00	£695.00
Silver Schools	Earlybird 1	£760.00	£760.00	£720.00	£760.00	£720.00	£760.00	£720.00	£675.00	£635.00
	Earlybird 2	£850.00	£850.00	£805.00	£850.00	£805.00	£850.00	£805.00	£755.00	£710.00
	Full fee	£895.00	£895.00	£845.00	£895.00	£845.00	£895.00	£845.00	£795.00	£745.00

Gold Schools are entitled to **TWO** included missions. They must register by the Earlybird 1 deadline to qualify for the free place. Deadlines will be published in the Mission section of the QE website

Included in the fee One day of meetings for one delegate with agents invited by QE.
 Online appointment scheduling with 'Marcom eSchedule Lite'.
 Lunch and refreshments on the day of workshop.
 One evening dinner in local restaurant (except for European missions).
 Hotel accommodation reservations by QE with a group discount.
 Final report.

Mission sponsorship £200 per mission.
 School logo on the 'Marcom eScheduling Lite' website with links to your website from every page.
 School banner (displayed in the refreshment area).

Second delegate £175 per mission.
 For delegates from the same school sitting at the same table.
 Full benefits of attendance (except for appointment scheduling).

Mission Terms and Conditions

Registrations for Missions can only be made if the QE Annual Fees are paid to date.
 To qualify for an 'included' mission **Gold** schools must register by the Earlybird 1 deadline.
 QE reserves the right to close registrations before the advertised deadline in order to manage a successful balance of schools and agents. Fees are due on presentation of invoice and cancellation terms apply. Appointments can only be booked when the relevant Mission fee has been paid.
 Upgrades to **Gold** or **Silver** that are made in order to qualify for lower mission fees and other benefits must take place no later than three (3) months before the relevant Mission takes place.
 Changes to your room reservation made less than 30 days before the event cannot be guaranteed. Room cancellations are subject to each hotel's cancellation policy.
 Schools are required to contribute agents to the invitation list.

Interest on all overdue payments Fee invoices are due for payment on presentation. In the event of any fee invoices remaining unpaid for over a month we reserve the right to change interest at a rate not exceeding the Bank of England base rate plus 8% in accordance with the Late Payment of Commercial Debts (Interest) Act 1988 until the invoice is paid. Any decision to charge interest will be notified in writing.

VAT (UK) 20% VAT will be added to all fees charged to UK schools (including commission).