



BIIAB PRICE LIST
2022/23

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BIIAB SUPPORT FOR CUSTOMERS

BIIAB is committed to providing expert advice, guidance and support to all of our customers. Recognised centres have access to a range of services and benefits including:

- A dedicated customer support team who are able to deal with specific, technical and general enquires and will ensure that your questions are answered. They can be contacted on
 - PHONE: 0115 854 1620 (9am-5pm Mon-Fri)
 - EMAIL: customersupport@biiab.co.uk
 - WEB: www.biiab.co.uk
- A team of External Quality Assurer's offering advice, guidance and support to assist with queries about portfolios and interpretation of criteria
- Support materials, some free of charge, are available from the website, www.biiab.co.uk, or direct from your dedicated support team
- Centre training and support for BIIAB systems and products
- Recognised centre events to provide you with information and advice on any changes and qualification development
- Regular updates containing the latest news and information on sector changes and latest developments on BIIAB products and services
- Use of the BIIAB recognised centre logo to enhance the value of your training programmes
- Request a visit from a Relationship Manager
 - PHONE: 0115 854 1620
 - EMAIL: customersupport@biiab.co.uk



BIIAB Prices and Fees

ADVICE AND GUIDANCE

Qualification Title	Q Number	Registration	Certificate	Unit Registration
BIIAB Level 3 NVQ Certificate in Advice and Guidance	601/7407/9	£40.50	£65	£25
BIIAB Level 4 NVQ Diploma in Advice and Guidance	601/7408/0	£70.50	£71	£35

BUSINESS ADMINISTRATION

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 1 Award in Business Administration	601/6796/8	£41	£13
BIIAB Level 1 Certificate in Business Administration	601/3736/8	£65	£13
BIIAB Level 2 Certificate in Principles of Business and Administration	601/7249/6	£50	£15
BIIAB Level 2 Diploma in Business Administration	601/3741/1	£133	£15
BIIAB Level 3 Diploma in Business Administration	601/3742/3	£182	£25
BIIAB Level 4 Diploma in Business Administration	601/6786/5	£117	£35
BIIAB Level 4 NVQ Diploma in Business Administration	601/6604/6	£131	£35

BUSINESS IMPROVEMENT TECHNIQUES

Qualification Title	Q Number	Registration	Certification	Unit Registration
BIIAB Level 2 Certificate in Lean Organisation Management Techniques	601/6602/2	£53	N/A	£15
BIIAB Level 2 NVQ Diploma in Business Improvement Techniques	601/6634/4	£39	£36	£15
BIIAB Level 3 Diploma in Business Improvement Techniques	601/6603/4	£105	N/A	£25
BIIAB Level 3 NVQ Diploma in Business Improvement Techniques	601/6607/1	£50	£48	£25

CHILDCARE

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Certificate for Children and Young People's Workforce (England)	601/7784/6	£87	£15
BIIAB Level 3 Diploma for the Children and Young People's Workforce (England)	601/7785/8	£125	£25
BIIAB Level 2 Diploma for the Early Years Practitioner	603/5227/9	£99	£25
BIIAB Level 3 Diploma in Children's Learning and Development (Early Years Educator)	601/7786/X	£125	£25
BIIAB Level 3 Award in ICT in Early Years	603/0896/5	£39	£25
BIIAB Level 3 Diploma in Residential Childcare (England)	603/5407/0	£122	£25
BIIAB Level 2 Award in Employment Responsibilities and Rights in Health, Social Care, Children and Young People's Settings	601/6473/6	£23.00	N/A
BIIAB Level 5 Diploma in Leadership for Health and Social Care and Children and Young People's Services (England)	601/6855/9	£117.00	£35

CLEANING

Qualification Title	Q Number	Registration	Certification	Unit Registration
BIIAB Level 2 Certificate in Cleaning Principles	601/7770/6	£46	N/A	£15
BIIAB Level 2 Certificate in Cleaning and Support Services	601/7748/2	£36	£21	£15
BIIAB Level 3 Diploma in Cleaning Supervision Skills	601/7741/X	£43	£27	£25

CONTACT CENTRE OPERATIONS

Qualification Title	Q Number	Registration	Certification	Unit Registration
BIIAB Level 2 Certificate in Contact Centre Operations	601/4125/6	£43.50	N/A	£13
BIIAB Level 2 NVQ Certificate in Contact Centre Operations	601/4126/8	£45.50	£27	£13
BIIAB Level 3 Certificate in Contact Centre Operations	601/4127/X	£53.50	N/A	£25
BIIAB Level 3 NVQ Diploma in Contact Centre Operations	601/4124/4	£51	£33	£25

Unit Title	Unit Registration
Level 4 units from Contact Centre qualifications	£35

CREATIVE AND CULTURAL

Creative and Cultural – Community Arts

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Certificate in Community Arts Administration	601/6664/2	£69	£15
BIIAB Level 3 Diploma in Community Arts Management	601/6614/9	£104	£25

Creative and Cultural – Cultural Heritage

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Certificate in Cultural Heritage	601/6496/7	£69	£15
BIIAB Level 3 Diploma in Cultural Heritage	601/6497/9	£139	£25

Creative and Cultural – Cultural Venue Operations

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Certificate in Supporting Cultural Venue Operations	601/6667/8	£69	£15
BIIAB Level 3 Certificate in Cultural Venue Operations	601/6668/X	£79	£25

Creative and Cultural – Design

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 NVQ Certificate in Design Support	601/6670/8	£69	£15
BIIAB Level 3 NVQ Diploma in Design	601/6672/1	£139	£25

Creative and Cultural - Libraries, Archives and Information Services qualifications

Qualifications	Q number	Registration	Certificate	Unit Registration
BIIAB Level 2 Certificate in Libraries, Archives and Information Services	603/2598/7	£41	£33	£15
BIIAB Level 3 Diploma in Libraries, Archives and Information Services	601/5316/7	£51	£41	£25

Creative and Cultural – Live Events and Promotion

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Certificate in Supporting Live Events and Promotion	601/6197/8	£79	£15
BIIAB Level 3 Diploma in Live Events and Promotion	601/6198/X	£104	£25

Creative and Cultural – Principles of the Creative and Cultural Sector

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Award in Principles of the Creative and Cultural Sector	601/6165/6	£27	£15
BIIAB Level 3 Certificate in Principles of the Creative and Cultural Sector	601/6169/3	£64	£25

Creative and Cultural - Technical Theatre Support, Light and Stage

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Certificate in Technical Theatre Support: Sound, Light and Stage	601/6119/X	£69	£15
BIIAB Level 3 Certificate in Technical Theatre: Sound, Light and Stage	601/6120/6	£79	£25

CUSTOMER SERVICE

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 1 Award in Customer Service	601/6789/0	£41	£15
BIIAB Level 1 Certificate in Customer Service	601/3733/2	£65	£13
BIIAB Level 2 Certificate in Principles of Customer Service	601/7253/8	£50	£15
BIIAB Level 2 Diploma in Customer Service	601/3734/4	£133	£15
BIIAB Level 3 Certificate in Customer Service	601/6883/3	£50	£25
BIIAB Level 3 Diploma in Customer Service	601/3735/6	£182.50	£25

EDUCATION AND TRAINING

Education and Training - Assessor Qualifications

Qualification Title	Q number	Registration	Certificate	Unit Registration
BIIAB Level 3 Award in Understanding the Principles of and Practices of Assessment	601/5094/4	£8.00	£12.50	n/a
BIIAB Level 3 Award in Assessing Competence in the Work Environment	601/5096/8	£8.00	£12.50	£9.50
BIIAB Level 3 Award in Assessing Vocationally Related Achievement	601/5097/X	£8.00	£12.50	£9.50
BIIAB Level 3 Certificate in Assessing Vocational Achievement	601/5101/8	£8.00	£12.50	£9.50

Education and Training - IQA Qualifications

Qualification Title	Q number	Registration	Certificate	Unit Registration
BIIAB Level 4 Award in Understanding the Internal Quality Assurance of Assessment Processes and Practice	601/5102/X	£8.00	£12.50	n/a
BIIAB Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice	601/5103/1	£8.00	£12.50	£9.50
BIIAB Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice	601/5104/3	£8.00	£12.50	£9.50

Education and Training

Qualification Title	Q number	Registration	Unit Registration
BIIAB Level 3 Award in Education and Training	601/5960/1	£49.00	£25.00
BIIAB Level 4 Certificate in Education and Training	601/5961/3	£103.90	£35.00

EMPLOYEE RIGHTS AND RESPONSIBILITIES

Qualification Title	Q number	Registration	Unit Registration
BIIAB Level 2 Award in Employee Rights and Responsibilities (AERR)	601/4607/2	£23.50	N/A

EMPLOYMENT RELATED SERVICES

Qualification Title	Q number	Registration	Unit Registration
BIIAB Level 3 Award in Employment Related Services	601/7749/4	£30	£25
BIIAB Level 3 Diploma in Employment Related Services	601/7750/0	£53	£25

EQUALITY AND DIVERSITY

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Certificate in Equality and Diversity	601/7266/6	£51	£20

FIRST AID and PAEDIATRIC FIRST AID

Qualification Title	Q Number	Registration	Retake
BIIAB Level 3 Award in First Aid at Work	610/0555/1	£22	£11 (per test)
BIIAB Level 3 Award in Emergency First Aid at Work	610/0554/X	£11	£11
BIIAB Level 3 Award in Paediatric First Aid	610/0557/5	£22	£11 (per test)
BIIAB Level 3 Award in Emergency Paediatric First Aid	610/0556/3	£11	£11

FOUNDATION LEARNING AND EMPLOYABILITY SKILLS

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Entry Level Award in Foundation Learning and Employability Skills (Entry 3)	601/4132/3	£12.50	£10.00
BIIAB Entry Level Extended Award in Foundation Learning and Employability Skills (Entry 3)	601/5193/6	£15.50	£10.00
BIIAB Entry Level Certificate in Foundation Learning and Employability Skills (Entry 3)	601/4207/8	£17.50	£10.00
BIIAB Level 1 Award in Foundation Learning and Employability Skills	601/4133/5	£16.50	£13.00
BIIAB Level 1 Extended Award in Foundation Learning and Employability Skills	601/5227/8	£19.50	£13.00
BIIAB Level 1 Certificate in Foundation Learning and Employability Skills	601/4152/9	£22.50	£13.00
BIIAB Level 2 Award in Employee Rights and Responsibilities	601/4607/2	£23.50	N/A

HEALTH AND SOCIAL CARE

Adult Social Care - England

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Diploma in Care	603/2521/5	£82	£25
BIIAB Level 2 Award in Employment Responsibilities and Rights in Health, Social Care, Children and Young People's Settings	601/6473/6	£23	N/A
BIIAB Level 3 Diploma in Adult Care	603/2523/9	£101	£25
BIIAB Level 4 Diploma in Adult Care	603/2877/0	£115	£35
BIIAB Level 5 Diploma in Leadership for Health and Social Care and Children and Young People's Services (England)	601/6855/9	£117	£35
BIIAB Level 5 Diploma in Leadership and Management for Adult Care	603/3518/X	£117	£35

Adult Social Care – Wales and Northern Ireland

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Certificate in Induction into Adult Social Care in Northern Ireland	601/8995/2	£42	£25
BIIAB Level 2 Diploma in Health and Social Care (Adults) for Wales and Northern Ireland – closed for new registrations in Wales	601/6856/0	£82	£25
BIIAB Level 2 Diploma in Health and Social Care in Northern Ireland	603/5212/7	£82	£25
BIIAB Level 3 Certificate in Induction into Adult Social Care in Northern Ireland	601/8997/6	£50	£35
BIIAB Level 3 Diploma in Health and Social Care (Adults) for Wales and Northern Ireland – closed for new registrations in Wales	601/6878/X	£101	£35
BIIAB Level 3 Diploma in Health and Social Care in Northern Ireland	603/5213/9	£101	£35

Care - Dementia

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Award in Awareness of Dementia Care	601/6122/X	£34	£15
BIIAB Level 2 Certificate in the Principles of Dementia Care	601/6123/1	£51	£15
BIIAB Level 3 Award in Awareness of Dementia	601/6127/9	£45	£25

Care – End of Life Care

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Award in Awareness of End of Life Care	601/6129/2	£34	N/A
BIIAB Level 2 Certificate in Understanding End of Life Care	601/6130/9	£51	£35
BIIAB Level 3 Award in Awareness of End of Life Care	601/6134/6	£45	£25
BIIAB Level 3 Certificate in the Principles of End of Life Care	601/6135/8	£56	£25

Care - Mental Health

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Certificate in Understanding Working in Mental Health	601/6126/7	£51	£15
BIIAB Level 3 Award in the Awareness of the Mental Capacity Act 2005	601/6128/0	£26	N/A

Care – Other Specialist CPD qualifications

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Certificate in Principles of Working with Individuals with Learning Disabilities	601/6125/5	£51	£15
BIIAB Level 2 Certificate in the Principles of Prevention and Control of Infection in Health Care Settings	601/6132/2	£51	£15
BIIAB Level 2 Certificate in Understanding the Safe Handling of Medicines	601/6133/4	£51	£15
BIIAB Level 2 Certificate in Understanding Dignity and Safeguarding in Adult Health and Social Care	601/7264/2	£51	£15
BIIAB Level 2 Certificate in Understanding the Care and Management of Diabetes	601/7262/9	£51	£15
BIIAB Level 2 Certificate in Understanding Working in the Health Sector	601/7263/0	£51	£15

Care – Awareness

Qualification Title	Q Number	Registration	Resit Fee	Workbook Fee
BIIAB Level 1 Award in Smoking Awareness	603/1425/4	£12.35	£11.35	£5.00

Health

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 3 Diploma in Healthcare Support	603/2525/2	£133	£25

Nutrition

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Certificate in Understanding Nutrition and Health	601/7265/4	£51	£15

HOSPITALITY AND CATERING

Hospitality – Catering Levels 1 and 2

Qualifications	Q number	Registration	Certificate	Unit Registration
BIIAB Level 1 NVQ Certificate in Food Preparation and Cooking	601/6398/7	£35	£20	£13
BIIAB Level 1 Diploma in Introduction to Professional Cookery	601/6445/1	N/A	N/A	N/A
BIIAB Level 2 Certificate in Hospitality and Catering Principles (Kitchen Services)	601/5683/1	£25	N/A	£15
BIIAB Level 2 NVQ Diploma in Kitchen Services	601/5690/9	£36	£22	£15
BIIAB Level 2 Certificate in Hospitality and Catering Principles (Food Production and Cooking)	601/6227/2	£25	N/A	£15
BIIAB Level 2 NVQ Diploma in Food Production and Cooking	601/5688/0	£36	£22	£15
BIIAB Level 2 Certificate in Hospitality and Catering Principles (Professional Cookery - Food Preparation and Cooking)	601/5684/3	£25	N/A	£15
BIIAB Level 2 NVQ Diploma in Professional Cookery (Preparation and Cooking)	601/5692/2	£36	£22	£15
BIIAB Level 2 Certificate in Hospitality and Catering Principles (Professional Cookery)	601/5685/5	£25	N/A	£15
BIIAB Level 2 NVQ Diploma in Professional Cookery	601/5691/0	£36	£22	£15
BIIAB Level 2 Award in Healthier Food and Special Diets	601/63963	£17	N/A	N/A
BIIAB Level 2 Certificate in General Patisserie and Confectionery	601/64487	£49	N/A	£15

Hospitality – Catering – Level 3

Qualifications	Q number	Registration	Certificate	Unit Registration
BIIAB Level 3 Certificate in Hospitality and Catering Principles (Professional Cookery)	601/6214/4	£25	N/A	£15
BIIAB level 3 NVQ Diploma in Professional Cookery (Preparation and Cooking)	601/6225/9	£43	£29	£15
BIIAB level 3 NVQ Diploma in Professional Cookery	601/6226/0	£43	£29	£15
BIIAB Level 3 Certificate in General Patisserie and Confectionery	601/6242/9	£25	N/A	£15
BIIAB level 3 NVQ Diploma in Professional Cookery (Patisserie and Confectionery)	601/6244/2	£43	£29	£15

Hospitality – Food and Beverage Service

Qualifications	Q number	Registration	Certificate	Unit Registration
BIIAB Level 2 Certificate in Hospitality and Catering Principles (Beverage Service)	601/5694/6	£25	N/A	£15
BIIAB Level 2 NVQ Diploma in Beverage Services	601/5686/7	£36	£22	£15
BIIAB Level 2 Certificate in Hospitality and Catering Principles (Food and Beverage Service)	601/5682/X	£25	N/A	£15
BIIAB Level 2 NVQ Diploma in Food and Beverage Service	601/5687/9	£36	£22	£15
BIIAB Level 2 Certificate in Hospitality and Catering Principles	601/5681/8	£25	N/A	£15
BIIAB Level 2 NVQ Diploma in Food Service	601/5689/2	£36	£22	£15
BIIAB Level 2 Award in Barista Skills	601/6216/8	£17	N/A	N/A

Hospitality – Reception, Housekeeping and Hospitality Services

Qualifications	Q number	Registration	Certificate	Unit Registration
BIIAB Level 2 Certificate in Hospitality and Catering Principles (Front of House Reception)	601/6213/2	£25	N/A	£15
BIIAB level 2 NVQ Diploma in Front of House Reception	601/6241/7	£36	£22	£15
BIIAB Level 2 Certificate in Hospitality and Catering Principles (Housekeeping)	601/6223/5	£25	N/A	£15
BIIAB Level 2 NVQ Diploma in Housekeeping	601/6229/6	£36	£22	£15
BIIAB Level 2 Certificate in Hospitality and Catering Principles (Hospitality Services)	601/6243/0	£25	N/A	£15
BIIAB Level 2 NVQ Diploma in Hospitality Services	601/6212/0	£36	£22	£15

Hospitality and Catering – Supervisory

Qualifications	Q number	Registration	Certificate	Unit Registration
BIIAB Level 3 Award in Hospitality Supervision and Leadership Principles	601/5695/8	£35.00	N/A	£25
BIIAB Level 3 NVQ Diploma in Hospitality Supervision and Leadership	601/5693/4	£46.00	£29.00	£25

IT, ICT AND TELECOMMUNICATIONS

IT, Software, Web & Telecoms Professionals

Qualification Title	Q Number	Registration	Certification	Unit Registration
BIIAB Level 2 Diploma in Professional Competence for IT and Telecoms Professionals (PROCOM)	601/6450/5	£56	£33	£25
BIIAB Level 2 Award in ICT Systems and Principles for Practitioners	601/6468/2	£35	N/A	£25
BIIAB Level 2 Diploma in ICT Systems and Principles for Practitioners	601/6469/4	£55	N/A	£25
BIIAB Level 2 Certificate in ICT Systems and Principles for Practitioners	601/6470/0	£39	N/A	£25
BIIAB Level 3 Diploma in Professional Competence for IT and Telecoms Professionals (PROCOM)	601/6447/5	£56	£33	£25
BIIAB Level 3 Diploma in ICT Systems and Principles for Professionals	601/6449/9	£103	N/A	£25
BIIAB Level 3 Certificate in ICT Systems and Principles for Professionals	601/6461/X	£73	N/A	£25
BIIAB Level 4 Diploma in Professional Competence for IT and Telecoms Professionals (PROCOM)	601/6521/2	£80	£62	£25
BIIAB Level 4 Diploma for ICT Professionals (Systems and Principles)	601/6933/3	£142	N/A	£25

IT Application Specialist

Qualification Title	Q Number	Registration	Certification	Unit Registration
BIIAB Level 2 Diploma in IT User Skills (ITQ)	601/6462/1	£91	N/A	£25
BIIAB Level 3 Diploma in IT User Skills (ITQ)	601/6466/9	£103	N/A	£25

IT User

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 1 Award in IT User Skills	601/6503/0	£35	£25
BIIAB Level 1 Certificate in IT User Skills	601/6493/1	£45	£25
BIIAB Level 1 Diploma in IT User Skills	601/6514/5	£55	£25
BIIAB Level 2 Award in IT User Skills	601/6490/6	£50	£25
BIIAB Level 2 Certificate in IT User Skills	601/6494/3	£65	£25
BIIAB Level 2 Diploma in IT User Skills	601/6515/7	£80	£25
BIIAB Level 3 Award in IT User Skills	601/6500/5	£70	£25
BIIAB Level 3 Certificate in IT User Skills	601/6502/9	£85	£25
BIIAB Level 3 Diploma in IT User Skills	601/6492/X	£100	£25

LEARNING AND DEVELOPMENT

Qualification Title	Q Number	Registration*	Unit Registration*
BIIAB Level 3 Certificate in Learning and Development	601/6969/2	£95	£59
BIIAB Level 4 Diploma in Learning and Development	601/6971/0	£135	£60

MANAGEMENT AND TEAM LEADING

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Diploma in Team Leading	601/3743/5	£133	£15
BIIAB Level 3 Diploma in Management	601/3744/7	£161.50	£25
BIIAB Level 4 Diploma in Management and Leadership	601/6776/2	£117	£35
BIIAB Level 4 NVQ Diploma in Management	601/4601/1	£131.50	£35
BIIAB Level 5 Diploma in Management and Leadership	601/6773/7	£119	£35
BIIAB Level 5 NVQ Diploma in Management and Leadership	601/4602/3	£131.50	£35

OPTICAL RETAIL

Qualification Title	Q Number	Registration	Certification	Unit Registration
BIIAB Level 2 Award in Employment and Personal Learning Skills in Health	601/6575/3	£56	N/A	£15
BIIAB Level 2 Diploma in Optical Retail Skills	601/6576/5	£87	N/A	£15
BIIAB Level 3 Award in Employment and Personal Learning Skills in Health	601/6592/3	£61	N/A	£25
BIIAB Level 3 Diploma in Optical Retail Skills	601/6577/7	£97	N/A	£25

Optical – Scotland

Qualification Title	Regulatory Group Code	Registration	Certification	Unit Registration
Certificate in Optical Practice Support at SCQF Level 5	R602 04	£87	N/A	£15

PLAYWORK

Qualification Title	Q Number	Registration	Unit Registration
BIIAB Level 2 Diploma in Playwork (NVQ)	601/7960/0	£91	£15
BIIAB Level 2 Award in Employment Awareness in Active Leisure and Learning (Playwork Level 2 Apprenticeship ERR)	601/8024/9	£27	£15
BIIAB Level 3 Diploma in Playwork (NVQ)	601/8007/9	£124	£25
BIIAB Level 3 Award in Employment Awareness in Active Leisure and Learning (Playwork Level 3 Apprenticeship ERR)	601/8025/0	£50	£25
BIIAB Level 5 Diploma in Playwork (NVQ)	601/8015/8	£209	£35

RETAIL

Qualification Title	Q Number	Registration	Certification	Unit Registration
BIIAB Level 2 Certificate in Retail Knowledge	601/6578/9	£50	N/A	£15
BIIAB Level 2 Certificate in Retail Skills	601/6556/X	£47	£39	£15
BIIAB Level 2 Diploma in Retail Skills	601/6579/0	£47	£51	£15
BIIAB Level 3 Diploma in Retail Skills (Management)	601/6560/1	£47	£51	£25
BIIAB Level 3 Certificate in Retail Knowledge	601/6557/1	£50	N/A	£25
BIIAB Level 3 Diploma in Retail Skills (Sales Professional)	601/6573/X	£47	£51	£25
BIIAB Level 3 Diploma in Retail Skills (Visual Merchandising)	601/6561/3	£47	£51	£25

SALES AND MARKETING

Sales

Qualification Title	Q Number	Registration	Certification	Unit Registration
BIIAB Level 2 Certificate in Principles of Sales	601/6778/6	£44	N/A	£15
BIIAB Level 2 NVQ Certificate in Sales	601/6782/8	£38	£36	£15
BIIAB Level 3 Certificate in Principles of Sales	601/6783/X	£55	N/A	£15
BIIAB Level 3 NVQ Diploma in Sales	601/6785/3	£38	£47	£15

Marketing

Qualification Title	Q Number	Registration	Certification	Unit Registration
BIIAB Level 2 Certificate in Principles of Marketing	601/6766/X	£44	N/A	£15
BIIAB Level 2 NVQ Certificate in Marketing	601/6767/1	£38	£36	£15
BIIAB Level 3 Certificate in Principles of Marketing	601/6768/3	£55	N/A	£15
BIIAB Level 3 NVQ Diploma in Marketing	601/6770/1	£38	£47	£15

SUPPORTING TEACHING AND LEARNING

Qualification Title	Q Number	Registration*	Unit Registration*
BIIAB Level 2 Certificate in Supporting Teaching and Learning in Schools	601/6966/7	£86	£15
BIIAB Level 3 Award in Supporting Teaching and Learning in Schools	601/7728/7	£67	£25
BIIAB Level 3 Diploma in Specialist Support for Teaching and Learning in Schools	601/6967/9	£124	£25

WAREHOUSING AND STORAGE

Qualification Title	Q Number	Registration	Certification	Unit Registration
BIIAB Level 1 Award in Warehousing and Storage	601/7040/2	£42	£29	£13
BIIAB Level 2 Certificate in Warehousing and Storage Principles	601/7067/0	£48	N/A	N/A
BIIAB Level 2 Award in Employee Rights and Responsibilities in the Logistics Industry	601/6848/1	£24	N/A	N/A
BIIAB Level 2 Certificate in Warehousing and Storage	601/6956/4	£47	£34	£15
BIIAB Level 3 Diploma in Warehousing and Storage	601/6849/3	£52	£40	£25

FUNCTIONAL SKILLS

* Offered under approval from Skillsfirst Awards Ltd

Functional Skills*	Q number	Registration	Re-sit fee
Level 1 Functional Skills Qualification in English	603/4608/5	£18.50	£18.50
Level 2 Functional Skills Qualification in English	603/4606/1	£18.50	£18.50
Level 1 Functional Skills Qualification in Mathematics	603/4807/0	£18.50	£18.50
Level 2 Functional Skills Qualification in Mathematics	603/4808/2	£18.50	£18.50

OTHER FUNCTIONAL SKILLS FEES/CHARGES

Annual Approval to Run fee (payable from 1 st September 2022)	£300 + vat
Additional fee per exam if paper-based is requested	£3.00
Remote invigilation (Proctoring) per learner/per exam	£25.00
Replacement certificates	£36.00
Learner Name Amendments	£5.00
Qualification Transfers	£10.00

WORKPLACE CORE SKILLS

Core Skills	Regulatory Group Code	Registration
Communication (SCQF Level 3)	HH59 04	£17.00
Communication (SCQF Level 4)	HH5A 04	£17.00
Communication (SCQF Level 5)	HH5C 04	£17.00
Communication (SCQF Level 6)	HH5D 04	£17.00
Numeracy (SCQF Level 3)	HH5J 04	£17.00
Numeracy (SCQF Level 4)	HH5K 04	£17.00
Numeracy (SCQF Level 5)	HH5P 04	£17.00
Numeracy (SCQF Level 6)	HH5R 04	£17.00
Information Communication Technology (SCQF Level 3)	HH5E 04	£17.00
Information Communication Technology (SCQF Level 4)	HH5F 04	£17.00
Information Communication Technology (SCQF Level 5)	HH5G 04	£17.00
Information Communication Technology (SCQF Level 6)	HH5H 04	£17.00
Problem Solving (SCQF Level 3)	HH5T 04	£17.00
Problem Solving (SCQF Level 4)	HH5V 04	£17.00
Problem Solving (SCQF Level 5)	HH5W 04	£17.00
Problem Solving (SCQF Level 6)	HH5X 04	£17.00
Working With Others (SCQF Level 3)	HH5Y 04	£17.00
Working With Others (SCQF Level 4)	HH60 04	£17.00
Working With Others (SCQF Level 5)	HH61 04	£17.00
Working With Others (SCQF Level 6)	HH62 04	£17.00



BIIAB LICENSED HOSPITALITY AND SHORT QUALIFICATIONS

Level 1

Qualification Title	Q Number	Registration	Resit Fee	Handbook Fee	Workbook Fee
BIIAB Level 1 Award in Alcohol Awareness	500/5604/9	£12.35	£11.35	N/A	N/A
BIIAB Level 1 Award in Essentials of Catering	501/0434/2	£17.50	£11.35	N/A	£15.00
BIIAB Level 1 Award in Responsible Alcohol Retailing	500/7744/2	£17.50	£11.35	£5.00	N/A
BIIAB Level 1 Award in Smoking Awareness	600/2928/6	£12.35	£11.35	N/A	£5.00
BIIAB Level 1 Award in Wine Service	600/2141/X	£20.00	£11.35	PowerPoint Session Planner	N/A *
BIIAB Level 1 Award in Introduction to Employment in the Hospitality Industry	501/1806/7	£40.00	£8.00	£10.00	N/A

Level 2 – Licence to Practice

Qualification Title	Q Number	Registration	Unit Registration	Handbook Fee	Resit Fee
BIIAB Level 2 Award for Personal Licence Holders	603/2468/5	£26.00	N/A	HB - £9.25 WB - £7.99	Fee includes one free resit, £11.35 thereafter
BIIAB Level 2 Award for Personal Licence Holders – with remote invigilation	603/2468/5	£27.50	N/A	HB - £9.25 WB - £7.99	Remote invigilated exam resit £21.35
BIIAB Level 2 Award for Door Supervisors in the Private Security Industry	603/6978/4	£30.00	£18.00	£9.50	Fee includes one individual unit resit, £11.35 thereafter
BIIAB Level 2 Award for Security Officers in the Private Security Industry	603/6984/X	£30.00	£18.00	N/A	Fee includes one individual unit resit, £11.35 thereafter
BIIAB Level 2 Award for CCTV Operators (Public Space Surveillance) in the Private Security Industry	603/7001/4	£30.00	£18.00	N/A	Fee includes one individual unit resit, £11.35 thereafter
BIIAB Level 2 Award Door Supervisors in the Private Security Industry (Top up)	603/7025/7	£25.00	£9.00	N/A	N/A
BIIAB Level 2 Award for Security Officers in the Private Security Industry (Top up)	603/7026/9	£25.00	£9.00	N/A	N/A

Level 2

Qualification Title	Q Number	Registration	Resit per unit	Handbook/ Workbook
BIIAB Level 2 Award for Licensing Practitioners (Alcohol)	501/1909/6	£46.35	£11.35	Free download
BIIAB Level 2 Award for Licensing Practitioners (Gambling)	501/2348/8	£46.35	£11.35	Free download
BIIAB Level 2 Award for Music Promoters	500/7574/3	£36	£11.35	£10
BIIAB Level 2 Award in Assessment of the Licensed Premises (Social Responsibility)	603/1426/6	£35	£11.35	£9.25
BIIAB Level 2 Award in Beer and Cellar Quality (Cask and Keg)	600/5152/8	£16.50	£11.35	£5
BIIAB Level 2 Award in Beer and Cellar Quality (Keg)	600/5162/0	£16.50	£11.35	£5
BIIAB Level 2 Award in Conflict Management for Licensed Premises Staff	501/0373/8	£16.50	£11.35	Free download
BIIAB Level 2 Award in Cooking Theory and Practice	500/7536/6	£20.60	£11.35	£8.75
BIIAB Level 2 Award in Crime Scene Preservation	600/3072/0	£20	£11.35	Free download
BIIAB Level 2 Award in Drugs Awareness for Licensed Hospitality Staff	501/1268/5	£40.25	£11.35	£8.75
BIIAB Level 2 Award in Fire Safety	600/2844/0	£9	£8	£3.75
BIIAB Level 2 Award in Food Safety in Catering	501/1302/1	£8	£8	£2.75
BIIAB Level 2 Award in Health and Safety in the Workplace	600/3278/9	£8	£8	£2.75
BIIAB Level 2 Award in Licensed Hospitality Operations	600/3355/1	£27.80	£11.35	N/A
BIIAB Level 2 Award in Working Within Gambling Legislation	500/7771/5	£17.50	£17.50	Free download
BIIAB Level 2 Award in Underage Sales Prevention	601/8037/7	£32	N/A	N/A
BIIAB Level 2 Certificate in Cellar Service Installation and Maintenance	501/1532/7	£9.25 (per unit)	£9.25 (per unit)	Unit 1 £12.50 Units 2-5 £7.00 (per handbook)
BIIAB Level 2 Award in Licensed Retailing	603/2726/1	£53.80 *	N/A	N/A

* No cost upon achievement of BIIAB Level 2 Award in Licensed Hospitality Operations 600/3355/1 and BIIAB Level 2 Award for Personal Licence Holders 603/2468/5

Level 3

Qualification Title	Q Number	Registration	Unit Registration/Resit	Handbook/Workbook
BIIAB Level 3 Award in Health and Safety in the Workplace	600/5778/6	£20.25	£12.50	N/A
BIIAB Level 3 Award in Hospitality Business Management	600/4570/X	£140	£49.50	N/A
BIIAB Level 3 Certificate in Hospitality Business Management	600/4577/2	£180	£49.50	N/A
BIIAB Level 3 Award in Kitchen Management	500/9875/5	£25.75	£25.75	£15
BIIAB Level 3 Award in Supervising Food Safety in Catering	600/5224/7	£25.00	£12.50	N/A
BIIAB Level 3 NVQ Diploma in Drinks Dispense Systems	601/7961/2	£200	£30	N/A
BIIAB Level 3 Award for Designated Premises Supervisors	603/3735/7	£40.25	£11.35	N/A

Level 4

Qualification Title	Q Number	Registration	Unit Registration	Resit
BIIAB Level 4 Certificate in Multiple Licensed Premises Management	603/0599/X	£150	£49.50	£49.50
BIIAB Level 4 Award in the Roles and Responsibilities of Business Development Managers in the Licensed Retail Sector	603/0570/8	£65	N/A	£49.50

BIIAB SCOTTISH QUALIFICATIONS

Qualification Title	Regulatory Group Code	Registration	Unit Registration	Resit	Handbook/ Workbook
Scottish Certificate for Personal Licence Holders at SCQF Level 6 (combined fee available)	R350 04	£25.50	N/A	Registration fee includes one free resit, £11.35 thereafter	£3.25
Scottish Certificate for Personal Licence Holders (Refresher) at SCQF Level 6 (combined fee available)	R351 04	£25.50	N/A	Registration fee includes one free resit, £11.35 thereafter	£3.25
Scottish Award in Customer and Drinks Service (Licensed Hospitality)	R039 04	£14.95	N/A	£11.35	£9.25
Scottish Certificate in Alcohol Awareness	R038 04	£12.35	N/A	£11.35	£5.00
Scottish Certificate for Licensed Premises Staff	R023 04	£13.90	N/A	£11.35	£5.00
BIIAB Award for CCTV Operators (Public Space Surveillance) in the Private Security Industry (Scotland) at SCQF Level 6	R666 04	£30.00	£18.00	Registration fee includes one free resit, £11.35 thereafter	£9.75
BIIAB Award for Door Supervisors in the Private Security Industry (Scotland) at SCQF Level 6	R665 04	£30.00	£18.00	Registration fee includes one free resit, £11.35 thereafter	£9.50
BIIAB Award for Security Officers in the Private Security Industry (Scotland) at SCQF Level 6	R667 04	£30.00	£18.00	Registration fee includes one free resit, £11.35 thereafter	£15.00
BIIAB Award for Door Supervisors in the Private Security Industry (Top up)	R669 05	£15.00	SADS - £5.00 PI - £18.00	Registration fee includes one individual unit resit, £5.00 thereafter	N/A
BIIAB Award for Security Officers in the Private Security Industry (Top up)	R668 04	£15.00		Registration fee includes one individual unit resit, £5.00 thereafter	N/A
Award in Wine Service (Scotland)	R167 04	£20.00	N/A	£11.35	HB - £15.00 PowerPoint - £60.00 Session Planner - £15.00
Certificate in Optical Practice Support at SCQF Level 5					<u>SEE OPTICAL SECTION</u>

BIIAB SPECIALIST/NON-REGULATED QUALIFICATIONS

Qualification Title	Registration	Resit	Handbook/ Workbook Fee
Award in Customer and Drink Service (Licensed Hospitality)	£14.95	£11.35	£9.25
Award in Customer Service Excellence (Licensed Hospitality)	£16.50	£11.35	£9.25
Award in Jersey Licensing Law	£11.35	Registration fee includes one free resit, £11.35 thereafter	N/A



BIIAB LICENSED HOSPITALITY APPRENTICESHIPS

BIIAB Licensed Hospitality Apprenticeship

Qualification Title	Standard	Premium
Level 2 Apprenticeship framework in Licensed Hospitality	£130	£180
Level 2 Certificate in Licensed Hospitality Skills (601/4850/0)	£100	N/A
Level 2 Certificate in Licensed Hospitality Operations (601/4851/2)	£100	£130
Level 3 Apprenticeship framework in Licensed Hospitality Management	£200	£315
Level 3 Diploma in Licensed Hospitality Skills (600/5183/8)	£125	N/A
Level 3 Certificate in Licensed Hospitality Operations (600/5195/4)	£175	£265

BIIAB Licensed Hospitality Apprenticeship Package Breakdown

Level 2 Licensed Hospitality Apprenticeship

Standard	<ul style="list-style-type: none"> Registration and certification for Level 2 Certificate in Licensed Hospitality Skills and Level 2 Certificate in Licensed Hospitality Operations AAA online resources (tutor pack, learner workbook, PowerPoint slides and activity booklet) ALHO online handbooks Sales Promotion and Merchandising and Understanding a Business Market online handbooks. Certification for the Level 2 Award for Personal Licence Holders
Premium	<p>As Standard plus;</p> <ul style="list-style-type: none"> 'Profit through Quality' Handbook for the BIIAB Level 2 Award for Beer and Cellar Quality Level 1 Award in Essentials of Catering handbook Level 2 Award in Cooking Theory and Practice Handbook APLH workbook and handbook Food Safety workbook and PowerPoint Health and Safety workbook and PowerPoint Conflict Management handbook Drugs Awareness handbook Workbooks for Award in Customer Drinks Service and Award in Customer Service Excellence.

Level 3 Licensed Hospitality Apprenticeship

Standard	<ul style="list-style-type: none"> Registration and certification for BIIAB Level 3 Diploma in Licensed Hospitality Skills and BIIAB Level 3 Certificate in Licensed Hospitality Operations <p>To include online handbooks for the following mandatory and optional units:</p> <ul style="list-style-type: none"> Motivating a Team in Business Understanding a Business Market Profit Loss and Budget Control Recruitment and Employment Practice Customer Service Procedures Training Design and Delivery Stock Control
Premium	<p>Standard Plus;</p> <ul style="list-style-type: none"> Registration and certification for BIIAB Level 2 Award for Personal Licence Holders Level 2 Award for Personal Licence Holders Handbook Award for Kitchen Management Handbook <p>Registration and Certification for:</p> <ul style="list-style-type: none"> BIIAB Level 3 Award in Hospitality Business Management <p>If the correct optional units are chosen:</p> <ul style="list-style-type: none"> BIIAB Level 3 Certificate in Hospitality Business Management BIIAB Level 3 Award in Health and Safety in the Workplace BIIAB Level 3 Award in Supervising Food Safety in Catering BIIAB Level 3 Award in Kitchen Management

BIIAB Pub Chef Apprenticeship

Qualification Title	Standard	Premium
Intermediate Level Apprenticeship framework in Catering and Professional Chefs: Chefs in the Licensed Hospitality Industry	£130	£180
Level 2 Certificate in Pub Chef Operations (601/4246/7)	£100	£130
Level 2 Certificate in Pub Chef Skills (601/4163/3)	£100	N/A

BIIAB Pub Chef Apprenticeship Package Breakdown

Level 2 Pub Chef Apprenticeship

Standard	<ul style="list-style-type: none"> Registration and certification for Level 2 Certificate in Pub Chef Operations Registration and certification for Level 2 Certificate in Pub Chef Skills ALHO Online Handbooks Stock Control Online Handbook Certification for the Level 2 Award for Personal Licence Holders
Premium	<p>Standard Plus;</p> <ul style="list-style-type: none"> Level 2 Award in Cooking Theory and Practice Handbook. APLH workbook and handbook Food Safety workbook and PowerPoint Health and Safety workbook and PowerPoint. Conflict Management handbook

BIIAB Apprenticeship Resit Price

* For Apprenticeship units that are also stand-alone qualifications; resit prices are detailed in the qualification section

Unit	Resit
An Introduction to Leadership and Management	£49.50
Recruitment and Employment Practice	£49.50
Customer Service Procedures	£49.50
Training Design and Delivery	£49.50
Sales Promotions and Merchandising	£49.50
Profitable Food Management	£49.50
Stock Control	£49.50
Principles of Drinks Service Supervision	£49.50
Principles of Food Production Supervision	£49.50
Principles of Food Service Supervision	£49.50
Kitchen Management	£25.75



BIIAB ADDITIONAL FEES

REGISTRATION AND CERTIFICATION

Where no certification fee is shown, this is inclusive in the registration price.

UNIT REGISTRATION AND CERTIFICATION

Many BIIAB licensing units are also stand-alone one-unit qualifications. Users wishing to access these units should do so by selecting the appropriate qualification.

These prices include registration for the unit and assessment (where applicable), but no other materials or re-sits (re-sits are priced as listed on the qualification listing in this document). Units are priced at their level, not the qualification level.

REPLACEMENT CERTIFICATES

Each printed replacement certificate will be charged at £25.00 + VAT. The appropriate form is available to download from the website and proof of identification will be required.

For any certificates issued from 23 June 2021, please log in to your Learner Portal where you will be able to access a free copy of your Digital Certificate. If you require a hard copy of your certificate, you will be able to request and pay for this via your Learner Portal.

PAPER-BASED EXAMS

Centres **must** submit orders for examination papers at least 8 working days before the date of examination. Orders between 4-7 working days will be subject to a late order fee of £25.00. Orders within 2-3 working days will be subject to a late order fee of £30.00 + courier charge.

COURSE BOOKING

This service is available to all BIIAB recognised centres. It allows centres to display the dates and times of their booked BIIAB courses on the BIIAB website; allowing BIIAB to market centre's courses and for learners to directly book onto the course via the BIIAB website. In order to access the service please contact BIIAB Customer Service Team for terms and conditions.

RESULTS AND APPEALS

Please note where fees have been paid and the appeal has been upheld the fee will be refunded.

Manual remarking of candidate answer sheet	£15.00
Area analysis of short answer scripts	£15.00
Remarking of short answer scripts	£50.00
Remarking of short answer scripts plus report	£70.00
Appeal relating to an approved centre assessment	£100.00
Appeal relating to an end-point assessment	£100.00
Appeal relating to an approved centre investigation	£250.00
Any other appeal/review	At cost

*Please note this fee is per learner and not per course/cohort

TRANSFERS/AMENDMENTS

BIIAB Learner Qualification Registration Transfer (original registration cannot have been used (e.g. learner cannot have completed any units or assessments) and must have been made no longer than 12 weeks before the proposed date of transfer)	£10.00
Qualification Registration Transfer from another AO <i>or</i> Learner Transfer from one BIIAB Qualification to another	BIIAB Qualification Fee
Retained when refunding learner registration	£10.00
Charged when learners transfer to another centre	£10.00
Charged when centres request changes to learner details	£10.00
Subject Access Request (per request)	£10.00

ADDITIONAL FEES

Annual Centre Recognition	£525 + VAT per annum
Combined New Centre Approval and Initial Qualification/Qualification Suite Approval	£700 + VAT
Additional Qualification Approval per Qualification/Suite of Qualifications	£300 + VAT
Fee for paper-based exam papers (where an online assessment is available)	£3 + VAT per exam paper
Remote Invigilation (available as an option on ALL online assessments)	£10 per attempt
Qualification Advisory Visits (for one qualification / suite of qualifications)	£375 + VAT
Clerical checks of reporting and figures	£10 + VAT
Examiner re-mark and report per script	£100 + VAT

VAT

All prices are exclusive of VAT unless otherwise stated.

PRICES

Prices may be reviewed and updated at any point.

FREE RE-SITS

Some BIIAB qualifications include one free re-sit within their registration price. This is one registration in total, **not** per unit. The free re-sit must be undertaken at the same centre that the original assessment was undertaken and **within** 3 months of the initial test date. Where the re-sit is a remote invigilated assessment the £10 remote invigilation fee is still payable.

TERMS AND CONDITIONS

Standard BIIAB credit terms are 30 days from date of Invoice.