



A City & Guilds Group Business



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# Quick guide to ILM fees

Hong Kong Dollars (HKD) version 1.1

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# Your guide to ILM programmes and fees

ILM gives organisations and training providers the support they need to develop effective leaders. ILM is a leading specialist provider of leadership, coaching and management qualifications and accredited training. Our expertly-designed and flexible qualifications allow you to tailor your training to meet your organisation's unique needs – and we're committed to offering you premium quality at a reasonable price.

Over 70,000 people improve their skills with ILM each year, with ILM Approved Centres developing more leaders than anyone else. Working with ILM gives you the chance to help employees gain the right leadership skills through trusted, quality assured training. This one-stop guide contains the fees relevant to ILM customers/partners. They're presented here in an easy-to-navigate guide including payment routes for ILM qualifications, training and service.



**“Having our courses accredited by ILM was a key strategic move for us. This has expanded the marketability of our programmes and allowed us to tap into international markets with our training products.”**

**Ms Valerie Viera,**  
Chief Executive Officer, Jamaica Business Development Corporation

Approval fees	HKD
Centre Approval	30,000
Recognised Provider Approval	14,400
Centre add-on (L2–5)	3,000
Centre add-on (L6–7)	6,000
Programme add-on (1x programme)	3,000
Recognised Provider Upgrade to Centre Approval	15,600
Minimum yearly registration spend	12,000

Appeal fees	HKD
1 credit assessment	320
2–3 credit assessment	360
4–5 credit assessment	500
6–8 credit assessment	600
9 or more credit assessment	980

Additional fees	HKD
Cancellation of visit with less than five days' notice	4,200
Additional quality assurance remote sampling activity	1,800
Additional quality assurance visit or advisory visit	4,200
Approved status for satellites	12,000
Replacement certificates	484
Additional Centre Plaque	400
Transcript fee	484
Verification check	484
Assisted service administrative charge	330

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## Registration fees

	Full (HKD)	Unit (HKD)		
		Reg fee	UC fee	QC fee
Level 2 Award for Young Leaders	590			
Level 2 Award	988	50	48	60
Level 2 Certificate	1,269			
Level 3 Award	1,020	50	52	60
Level 3 Certificate	1,415			
Level 3 Diploma	1,956			
Level 4 Award	1,103	50	56	60
Level 4 Certificate	1,477			
Level 4 Diploma	2,080			
Level 5 Award	622	50	62	60
Level 5 Certificate	845			
Level 5 Diploma	1,130			
Level 6 Award	741	50	66	60
Level 6 Diploma	1,267			
Level 7 Award	770			
Level 7 Certificate	1,158			
Level 7 Diploma	1,502			
Endorsed	863			
Development	614			

## ILM Assessment Service

ILM Assessment Service is a cost-effective and quality-assured way to support you with a major part of your workload. Because the assessment team is at the heart of ILM, they know our qualifications inside out. Marking assessments through the ILM Assessment Service is available for several of our most popular qualifications, including Leadership and Management and Coaching and Mentoring. This reduces the need for marking and internal verification. This service's fees are available from your Business Development Manager.

## ILM Assured

ILM Assured is robust quality standard that recognises excellence in leadership and management training programmes that don't lead to a regulated qualification. From short courses and induction training, to longer-term development plans, this flexible solution provides a mark of excellence that will set your training apart.

As leading specialists in leadership, management and coaching skills development, we provide:

- ✦ Expert recognition of training delivery quality
- ✦ A benchmark report indicating where training meets or exceeds the standard and any areas for development
- ✦ The ILM Assured logo to promote your programme(s)
- ✦ An ILM Assured certificate for all participants
- ✦ Digital credentials that recognise an online portfolio of growing skills
- ✦ Free access to digital learning resources with tutor and student membership of the Institute of Leadership & Management
- ✦ A dedicated account manager to support you every step of the way

Speak to your Business Development Manager for pricing information.

# Your guide to ILM programmes and fees

## ILM Training resources

Designed to help organisations create development programmes specific to their needs.

Taking a blended learning approach, ILM's Digital Learning Library combines 67 animated bite-sized videos with 134 'good to know' factsheets and 'good to do' follow-up action plans to provide a dynamic learning experience to managers at all levels.

Our innovative eWorkbooks cover a range of leadership and management topics and are presented in a refreshing and absorbing way to ensure your learners stay engaged throughout their programme.

Digital Learning Library	HKD
67 videos	88,000
25 videos	44,000
15 videos	27,500
4 videos	11,000

Leadership & Management eWorkbooks	HKD
Single	3,850
Bundle of 5 workbooks	16,500
Bundle of 10 workbooks	27,500
Bundle of 15 workbooks	33,000

### Benefits

- ❖ Content can be used to enhance existing development programmes or as a stand-alone learning tool
- ❖ Training resources can be easily loaded onto any online learning management system, as well as tablets and mobile devices
- ❖ Topics are applicable and useful to managers at all levels
- ❖ Attractive easy-to-use online learning

### Terms and Conditions

ILM reserves the right to change the fees in this document during the financial year, however such changes are normally an exception. In case of such changes, ILM will notify affected centres in writing. We will apply the appropriate tax depending on your location.

Please consult your contract with ILM to confirm which qualifications you hold approval for, and the corresponding qualification code. This code is required when registering learners on the Walled Garden.

The Initial Centre Approval fee gives you approval for two qualifications which must be registered with us at the approval stage. The contractual minimum spend for customers delivering ILM qualifications or programmes is HKD 12,000.

Please note that Approval Fees are not refundable.

For full details and Terms and Conditions of approval please refer to the ILM website. [www.i-l-m.com/customer-handbook](http://www.i-l-m.com/customer-handbook)

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