

Training Fees Policy

Introduction

This document outlines the policy and procedures relating to payment of the annual Training Fee for CSRH trainees.

FSRH is committed to providing a positive experience for trainees undertaking the CSRH specialty training. The Training Fee is distinct from FSRH membership and is applicable to all individuals on the CSRH specialty training programme.

The Training Fee provides the following:

- Access to the NES e-Portfolio
- Attendance at the Annual Trainee Conference
- Access to the CSRH Trainee resource hub, via the Training Hub.
- Free application fees and associated membership for undertaking FSRH qualifications (OTA, DFSRH, LoCs, SSMs, PCs) that support achieving the CSRH curriculum.
- Free access to Vasectomy SSM logbook via ePortfolio. Application fees will apply to gain SSM certificate.
- CSRH trainees who have Associate or Diplomate status will not be required to pay the associate or diplomat annual membership fee.
- First year of full Membership (on passing MFSRH Part II) is free and following years as a trainee will receive a 50% discount on Membership until CCT is achieved.
- Access to up to £100 in 2023 to support education and training activities.
- Ability to stand for the CSRH Trainees Committee.

Policy

- The annual Training Fee covers the period January – December.
- The Training Fee can be paid securely online either in full, or by quarterly instalments and will be available via MyFSRH Payments.
- All four instalments will be made available for payment on MyFSRH by 25 January each year and FSRH will notify trainees when it is possible to make payment(s).
- FSRH will communicate the annual payment schedule and provide written notice for upcoming payment deadlines.
- Each instalment must be paid by the date stipulated in the annual payment schedule.
- Training Fees will apply from the first full quarter after starting specialty training.
- FSRH reserve the right to revoke access to ePortfolio if payment is not made by the scheduled payment date.
- Access to ePortfolio may take up to 10 working days to be reinstated following receipt of overdue payments and notification of payment to specialty@fsrh.org.
- Trainees will not be eligible to receive the benefits provided by the Training Fee if payment is not made in line with the payment schedule.
- FSRH reserve the right to decline applications to undertake MFSRH examinations if payment of Training Fee is not made by the scheduled payment date.
- The Training Fee is reviewed in line with wider FSRH budgets annually and is subject to change. Trainees will be notified of any changes before the next calendar year.

Policy: Reduced Training Fees

- Information regarding reduction of Training Fees is available via the FSRH website and member support portal.
- A 50% reduction of the Training Fee is available to trainees who submit a successful application via the *Application for Reduced Training Fee* procedure within this document. Decisions will be made in line with the eligibility criteria.
- A 50% reduction of the Training Fee is accepted in the following circumstances:
 - Earnings under £24,000 per annum (from all income sources)
 - Parental/ Adoption leave
 - Long term sickness
 - Out of Programme where time will not count towards training (e.g. OOPC and OOPE)

Application for Reduced Training Fee procedure

1. It is the responsibility of the trainee to apply for a reduced Training Fee if they are eligible, they must submit an application via the [online form](#)¹
2. Applications must be made no less than 30 working days before the period where the reduced training fee applies.
3. Applications will be reviewed by the FSRH Specialty team, and an outcome will be provided in writing within 10 working days.
4. If the reduction applies to a future payment period:
 - a. Once a reduced Training Fee is approved, the relevant payments will be updated to reflect the reduced amount. This will be updated on the same working day the written outcome is sent.
5. If the reduction applies to a period where payment has already been made:
 - a. In instances where the reduction applies to a period where payment has already been made, a refund of 50% of the training fee for the relevant period will be processed. This will be processed on the same working day the written approval is sent.

¹ <https://www.cognitofrms.com/FSRH1/ReducedCSRHTrainingFeeDeclaration>