



THE HOUSE OF RADHA



**2024 FEE SCHEDULE
DIRECT LEARNING PLATFORM
REMOTE INDUSTRY INTERNSHIP PLACEMENT & TRAINING**

Date: 1st June 2024

THE HOUSE OF RADHA
THE CREATIVE INDUSTRIES MASTERCLASS PROGRAMME (TCIMCP)
REMOTE INDUSTRY INTERNSHIP PLACEMENT & TRAINING FEES SCHEDULE 2024

THE HOUSE OF RADHA AND THE CREATIVE INDUSTRIES MASTERCLASS PROGRAMME FEES SCHEDULE DOCUMENT 2024

1. SUMMARY

1.1. FEES LISTED IN THIS DOCUMENT RELATE TO THE 2024 REMOTE INDUSTRY INTERNSHIP PLACEMENTS AND ARE EFFECTIVE FROM 1ST JUNE 2024

- 1.2. The document sets out the rules for the Remote Industry Internship Placement fees for students and direct learners studying through The Creative Industries Masterclass programme created by THE HOUSE OF RADHA.
- 1.3. Contact the team via our online form on our website if you have any questions or need further support by email at contact@thehouseofradha.co.uk.

DEFINITIONS IN THIS FEE POLICY DOCUMENT AND THEIR MEANINGS:

CURRENT STUDY YEAR 2024 For the purpose of this policy document, this means the current year the Student or Direct Learner is registered. Our Remote Industry Internship Placements are All year round and don't have specific start and finish dates.

INITIAL REGISTRATION FEE Means the fee you are required to pay to at the beginning of the registration process with us to study the online or in-person sessions.

APPLICATION FEE AND REMOTE INDUSTRY INTERNSHIP PLACEMENT NON-REFUNDABLE Means the non-refundable fee for your application to be considered by us and Remote Industry Internship Placement. This is charged to all Students and Direct learner applications.

REMOTE INDUSTRY INTERNSHIP PLACEMENT FEE Means fees payable to THE HOUSE OF RADHA which includes, where applicable, registration fees, Remote Industry Internship Placement fees all published in the Fee Schedule document. Remote Industry Internship Placements are based on a pay as you go system.

REGISTRATION Means the online registration with us as notified to you in the offer.

FEE SCHEDULE 2024 Means this document.

WEB SUPPORTED Means Students and Direct learners are supported and assisted online by our Employability and Careers team.

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2. THE OTHER REGULATIONS, POLICIES AND PROCEDURES THAT APPLY TO YOUR REGISTRATION AT THE HOUSE OF RADHA THE CREATIVE INDUSTRIES MASTERCLASS PROGRAMME.

Admissions Process, Regulations and Assessment
Refund and Compensation Policy
Terms and Conditions

3. FEES REVIEWS

- 3.1. Fees will be reviewed annually and will be published on the Programme fee webpage and digital marketing material.
- 3.2. The Creative Industries Masterclass Programme Remote Industry Internship Placements are offered all year round and allow students and direct learners to gain experience flexibly over an extended period that suits their development needs. Therefore, it may be necessary from time to time in making changes to the fees, rules and policies during the period of registration.
- 3.3. All fees shown are net of any local Value Added Tax (VAT), Goods and Services Tax (GST) or any other sales tax payable by the student or direct learner in their country of residence.
- 3.4. Where THE HOUSE OF RADHA is required to add GST or any other sales tax or statutory charges at the local statutory charges at the local statutory rate, this will be added to the fees shown during the payment process. For students and direct learners who are resident in the UK our fees are exempt from VAT.

4. FEES AND WHAT TO PAY

- 4.1. The following fees will be charged on all Remote Industry Internship Placements, where applicable, as indicated in the table. For details of when you may be eligible for a refund, see the (Refund and Compensation Policy).
- 4.2. You must pay an Application fee when registering, which is part of the registration process and then the team, will start assessing your application.
- 4.3. The only time we will close the admission to the Remote Industry Internship Placements is when we are fully booked, and unable to take any bookings for the calendar month. If this is the case we will let you know the next available session date registration.
- 4.4. How to pay details and guide are available on our website www.thehouseofradha.co.uk
- 4.5. Applicable resource material will not be shared through email with you until the registration process is completed, and fees are paid in full.
- 4.6. Your payment provider may apply additional transaction fees, including in respect of any refunds. (If in doubt, please check with them before making a payment).

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5. THE HOUSE OF RADHA REMOTE INDUSTRY INTERNSHIP PLACEMENT ROLES

The Remote Industry Internship placement roles cover Creative and Business Job roles through THE HOUSE OF RADHA so that you get real-world experience and insight working within a company. The experience will provide you with an understanding of the standards and practices used in the Creative Industries. Learning and developing new industry practices, employability skills and techniques that will support your career aspirations and educational programme.

6. OUR REMOTE INDUSTRY INTERNSHIP PLACEMENTS RUN THROUGHOUT THE YEAR

Our year-round start dates will provide a flexible opportunity, so you can choose the start date for your Remote Internship Industry Placement that aligns with your availability and commitments. We offer various duration options through the packages, and if you want to work full-time or part-time to complete your internship. The team will work with you to accommodate your needs and if you have any extra support requirements.

Through the experience, you may work as part of a team and collaborate on tasks and projects. Or directly with your line manager and on your initiative to help you develop those employability and transferable skills at the Industry level.

7. BENEFITS OF THE REMOTE INDUSTRY INTERNSHIP PLACEMENT EXPERIENCE

Choose from 19 Remote Industry Internship Placement Roles to work within THE HOUSE OF RADHA that will provide you with essential experience and develop employability and transferable skills, knowledge and understanding of the area that you would like to work in. The experience will support your resume and portfolio as you work on real-time projects and tasks through the internship. You must be 18+ when applying for any of our Industry roles, as this is part of the criteria to access the remote Industry Internship placements.

8. ACADEMIC CREDIT FACILITATION WITH EDUCATIONAL INSTITUTION

Our team will be able to liaise with your Educational institution to help arrange learning credits (if applicable), that will support your programme once you confirm your place and complete the Remote Industry Internship Placement process.

9. PERSONAL DEVELOPMENT PLAN SESSIONS

We support your personal and professional development through sessions as part of the Remote Industry Internship Placement. You will log your learning and development each week and use this as reflection time and discuss any questions or development with your line manager throughout. The Personal Development Plan supports your goals and learning needs for the future and your resume and portfolio as part of the experience.

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10. CERTIFICATE OF ACHIEVEMENT

Once you have completed your Remote Industry Internship Placement, you will be presented with a Digital Certificate of Achievement. The Certificate will outline your Internship experience and skills gained through the internship and will support your resume and professional portfolio.

11. INDUSTRY REFERENCE LETTER

As part of the Remote Industry Internship placement, you can request a reference or recommendation from your line manager once completing the Internship placement. The reference will support any future job applications or educational programmes you are applying for and require a professional reference. It will include your professional accomplishments, providing feedback whilst working in the team and highlighting your strengths through the internship.

12. COST EFFECTIVE WAY TO GAIN EXPERIENCE

You do not have to worry about travel or arranging accommodation to attend your Remote Industry Internship Placement as you can work anywhere as long as you have access to a laptop/computer and a good internet connection. Our Remote Industry Internship Placements provides flexibility, so it fits easily into a busy lifestyle and when you have home commitments.

13. FEELING SUPPORTED BY AN EXPERIENCED TEAM

Careers advice and guidance from our experienced Employability team so you can become more confident and gain knowledge and understanding about the Industry and opportunities that are available.

14. WE EMBRACE EQUALITY, DIVERSITY AND INCLUSIVITY THROUGHOUT THE COMPANY ETHOS AND TEAMS

A place to share experiences and enjoy the connection between us all by having no barriers and helping one another grow as a community that encourages individuality and inspires one another. We welcome everyone in the application process. We are determined to ensure that no applicant or person feels discriminated against or less favoured. We recognise the importance of diversity and creating an inclusive working environment and teams that are fully committed to embracing the talent and creativity of each individual.

We recognise and encourage all our learners to be the best version of themselves and to embrace individuality. Be part of an international and community passionate about connecting and making a difference for the future. This experience will provide a global outlook that draws on diverse cultural perspectives and enriches your creative and learning journey.

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15. THE HOUSE OF RADHA'S CORE VALUES AND STANDARDS

We welcome everyone to apply for our roles, and we are determined to ensure that no applicant or employee receives less favourable treatment because of gender, race, disability, sexual orientation, religion, belief, age, marital status and background.

We recognise the importance of diversity within our teams and are fully committed to embracing the talent and creativity of each individual to help drive the ethos of the brand globally.

16. OUR ASSESSMENT PROCESS INCLUDES

Online Application reviewed by an experienced employability team
Your qualifications meet our entry requirements
Subject-specific abilities, personal and professional experience
A Creative portfolio of work if applying for a creative role
Short remote interview with our employability team

17. ENGLISH LANGUAGE, READING AND WRITING REQUIREMENTS

If you are coming through an educational institution, we will want you to have a minimum foundation level of education or equivalent industry experience. Our Remote Industry Internship Placements are in English, so if this is not your first language, we recommend that you have at least 5.5 IELTS or equivalent in Speaking, Reading and Writing or have completed your last two years of school through English.

18. AGE AND EXPERIENCE REQUIREMENTS

If you are coming from an Educational Institution then you will need to be 18+ studying a full-time or part-time programme in the subject area you are applying for as a Remote Industry Internship Placement or have some relevant experience and understanding of it.

19. WORK FROM ANYWHERE

Have the freedom to work from anywhere as long as you have access to a laptop or computer with a good internet connection. It would mean the experience would be smooth when attending meetings with your line manager and working through the remote internship placement. If you want to apply for a creative role, you must have access to computer software such as Adobe CC, Illustrator, Photoshop, Indesign and Microsoft Office.

20. ONLINE INTERVIEW

During the Remote Industry Internship Process, you will need to attend an online Interview so that we can learn more about your education, career aspirations and development needs. You will then have the opportunity to ask questions about the Internship and company so you feel that it is the right fit for you to support your career and educational programme.

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REGISTRATION APPLICATION FEE 2024					
PACKAGE OPTIONS	REMOTE INDUSTRY INTERNSHIP PLACEMENT ROLES	WORKING HOURS (OPTIONS)	WORKING MODE PART-TIME OR FULL-TIME Working Days (Mon-Fri)	FEE	
OPTIONS 1	Social Media & Digital Content Creator Graphic Designer Creative Copywriter SEO Website Developer HR and Business Administration Press and Media Advertising Student Recruitment Consultant	120 HOURS	PART-TIME OVER 6 WEEKS	£499	
		120 HOURS	FULL-TIME OVER 4 WEEKS		
OPTIONS 2		Music and Artist Creative Videographer Photographer Fashion Designer/Pattern Cutter Fashion Buying Merchandiser Sustainability Assistant	140 HOURS	PART-TIME OVER 8 WEEKS	£870
			140 HOURS	FULL-TIME OVER 6 WEEKS	
OPTIONS 3	Textile Print Designer Digital 3D Product Design Policy and Communications Fabric Sourcing and Garment Technologist		180 HOURS	PART-TIME OVER 10 WEEKS	£1,000
			180 HOURS	FULL-TIME OVER 8 WEEKS	
OPTIONS 4		Fashion Sales and Marketing Hair and Makeup Creative	220 HOURS	PART-TIME OVER 12 WEEKS	£1,200
			220 HOURS	FULL-TIME OVER 10 WEEKS	