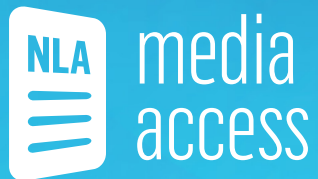




NLA

# Education Establishment Licence Price List and Guidance 2019/20



# Basic Licence

NLA

## EDUCATION ESTABLISHMENT LICENCE PRICE LIST AND GUIDANCE 2019

The Basic Licence is the starting point for any educational establishment wishing to copy newspaper material for delivery to students.

The Basic Licence allows copying from UK national newspapers, plus five regional titles. These copies can be shared with students in the course of their academic study.

### The Basic Licence covers the licensee to:

- Print articles
- Photocopy articles (for study packs for instance)
- Scan and upload to an internal and secure intranet or VLE
- Email copies of articles to students and staff
- Copying for occasional commercial purposes, including staff sharing copies on an ad hoc basis

A list of newspaper and regional titles which you can select from can be found [here](#).

To determine your institution's Basic Licence fee, please select your institution's headcount and/or turnover from the first two rows of the fee table. Then choose the number of regional titles from the first column. Finally, read across to find the fee payable which is the lowest of headcount or turnover.

### Case Study

Sample College has 550 staff and students and a turnover of between £5-£10 million.

Turnover produces the lowest Basic fee of **£674.00 per year**

If 10 regional newspapers are needed in addition, the Basic fee is **£700.00 per year**

TOTAL STAFF & STUDENTS	1 - 5	6 - 25	26 - 50	51 - 100	101 - 500	501 - 1,000	1,001 - 5,000	5,001 - 10,000	10,001 - 25,000	25,001 - 50,000	50,001 - 75,000	75,001 - 125,000	125,001 - 200,000	200,001 +
TURNOVER	< 250k	£250k - £500K	£500k - £2m	£2m - £5m	£5m - £10m	£10m - £25m	£25m - £50m	£50m - £100m	£100m - £250m	£250m - £500m	£500m - £1bn	£1bn - £1.5bn	£1.5bn - £2bn	£2bn +
Basic Licence Fee	£198	£296	£362	£508	£674	£1,122	£1,675	£2,270	£3,316	£4,411	£5,604	£6,721	£7,937	£9,180
Basic +10 titles	£209	£308	£374	£531	£700	£1,165	£1,741	£2,363	£3,447	£4,592	£5,832	£6,988	£8,253	£9,551
Basic +20 titles	£226	£338	£410	£581	£769	£1,282	£1,917	£2,597	£3,793	£5,046	£6,410	£7,685	£9,073	£10,499
Basic +30 titles	£257	£383	£466	£660	£874	£1,457	£2,178	£2,958	£4,314	£5,743	£7,298	£8,747	£10,325	£11,948
Basic +50 titles	£318	£471	£577	£811	£1,079	£1,800	£2,688	£3,650	£5,324	£7,089	£9,004	£10,791	£12,742	£14,747
Basic +100 titles	£398	£586	£723	£1,015	£1,347	£2,254	£3,364	£4,568	£6,670	£8,875	£11,275	£13,512	£15,955	£18,464
Basic +150 titles	£503	£742	£912	£1,284	£1,701	£2,849	£4,255	£5,778	£8,432	£11,227	£14,258	£17,090	£20,177	£23,351
Basic +200 titles	£557	£822	£1,013	£1,424	£1,890	£3,162	£4,720	£6,408	£9,351	£12,455	£15,810	£18,948	£22,380	£25,896
Basic +500 titles	£715	£1,055	£1,301	£1,826	£2,424	£4,058	£6,061	£8,228	£12,009	£15,994	£20,302	£24,334	£28,736	£33,252
Basic + All titles (501+)	£1,767	£2,598	£3,210	£4,499	£5,981	£10,025	£14,965	£20,322	£29,657	£39,503	£50,132	£60,085	£70,969	£82,110

# Additional cover

NLA

## EDUCATION ESTABLISHMENT LICENCE PRICE LIST AND GUIDANCE 2019

You can supplement the Basic Licence to include your institution's media monitoring activities – in short any internal non-teaching activities for which newspaper content is regularly required. This includes receipt of a Media Monitoring Service from third party suppliers.

### Digital additional cover

Choose this additional cover if you wish to:

- Scan and email articles to your staff
- Place articles on an intranet or shared drive for your staff to view
- Allow staff to access digital articles via your Media Monitoring Service
- Email articles, which you receive from your PR agency, within your institution

If your educational establishment does subscribe to a Media Monitoring Organisation's (MMO) service, we will base your rate on the number of articles you receive over a year and the number of permitted users who receive the MMO articles. Note that for this option, the first recipient is paid for by the MMO. Please see the worked example in the case study to the right.

If you do not subscribe to an MMO service, please talk to CLA's Customer Service team about conducting a two week survey. (Email: [education.renewals@cla.co.uk](mailto:education.renewals@cla.co.uk) or telephone: 020 7400 3171).

Please note that there is a minimum fee of £745.00 for this additional cover.

TYPE	PRICE PER COPY
UK national and regional newspapers	12.4p
Specialist and foreign newspapers	24.8p

### Paper additional cover

Choose this additional cover if your educational establishment wishes to photocopy newspaper material and to circulate those print copies to staff.

The paper fee is calculated by multiplying the annual volume of copies by the price per copy shown below. Actual articles copied over a selected two week period are used to estimate the annual volume.

If you do not subscribe to an MMO service, please talk to CLA's Customer Service team about conducting a two week survey.

TYPE	PRICE PER COPY
UK national and regional newspapers	5.0p
Specialist and foreign newspapers	10.0p

Prices applicable from 2019. All prices are exclusive of VAT

### Case Study

Remember that Sample College has the Basic Licence + 10 titles  
= £700.00

Sample College's Press Office receive 540 UK digital articles from their MMO over a year. Overall, 13 staff are in receipt of those articles, equating to 12 permitted users. (Remember that for this option the first is paid for by the MMO.)

540 articles x 12 permitted users x 12.4p  
£803.52 per year

£700.00 (Basic) + £803.52  
(Digital additional cover)  
£1,503.52 per year

# Web Media Monitoring Materials Licence Extension (WML)

NLA

EDUCATION ESTABLISHMENT LICENCE  
PRICE LIST AND GUIDANCE 2019

This extension grants institutions who have the Basic Licence permission to receive alerts and links to content on publisher websites. Please see [here](#) for a list of participating newspaper websites.

Should your Media Monitoring Organisation provide you with Search access to their database of website content you will need to add an additional Search fee as per the second table.

For institutions who do not have the Basic Education Licence, but who wish to receive alerts and links, the standalone WEUL (Web End User Licence) can be purchased. Please contact our Customer Services Team for further options.

## Fixed Rate For Content

	PERMITTED USERS	1	2 - 3	4 - 5	6 - 8	9 - 15	16 - 20	21 - 30	31 - 50	51 - 100	101 - 250	251 - 1,000	1,001 - 2,500	2,501 - 10,000
TOTAL STAFF	1-5	£81	£81	£81										
	6-25	£93	£96	£155	£216	£302	£409	£514						
	26-50	£105	£155	£247	£346	£485	£658	£827	£1,242					
	51-100	£121	£181	£290	£405	£567	£767	£966	£1,449	£1,823				
	101-500	£135	£204	£325	£454	£635	£860	£1,084	£1,627	£2,044	£2,823	£3,814		
	501-1,000	£152	£229	£367	£511	£715	£968	£1,219	£1,831	£2,301	£3,181	£4,295		
	1,001-5,000	£170	£253	£404	£566	£790	£1,070	£1,347	£2,025	£2,544	£3,518	£4,749	£6,707	£9,906
	5,001-10,000	£183	£275	£440	£617	£864	£1,169	£1,491	£2,213	£2,780	£3,839	£5,185	£7,322	£10,813
	10,001-25,000	£201	£299	£479	£671	£937	£1,270	£1,602	£2,406	£3,020	£4,174	£5,640	£7,962	£11,760
	25,001-50,000	£216	£323	£515	£723	£1,011	£1,368	£1,724	£2,591	£3,255	£4,495	£6,091	£8,574	£12,666
	50,001-75,000	£236	£352	£565	£789	£1,106	£1,496	£1,886	£2,832	£3,557	£4,915	£6,638	£9,373	£13,843
	75,001-125,000	£256	£382	£613	£859	£1,201	£1,626	£2,049	£3,079	£3,868	£5,344	£7,218	£10,188	£15,049
	125,001-200,000	£275	£428	£686	£960	£1,341	£1,818	£2,290	£3,440	£4,323	£5,972	£8,067	£11,389	£16,812
	200,001+	£296	£443	£708	£992	£1,387	£1,880	£2,370	£3,557	£4,470	£6,176	£8,342	£11,779	£17,396

# Web Media Monitoring Materials Licence Extension (WMML)

NLA

EDUCATION ESTABLISHMENT LICENCE  
PRICE LIST AND GUIDANCE 2019

## Fixed rate for search access

	PERMITTED USERS	1	2 - 3	4 - 5	6 - 8	9 - 15	16 - 20	21 - 30	31 - 50	51 - 100	101 - 250	251 - 1,000	1,001 - 2,500	2,501 - 10,000
TOTAL STAFF	1-5	£14	£14	£14										
	6-25	£17	£17	£24	£34	£47	£62	£78						
	26-50	£18	£24	£38	£54	£74	£99	£125	£187					
	51-100	£20	£29	£45	£62	£86	£116	£145	£218	£274				
	101-500	£22	£31	£50	£70	£96	£129	£165	£244	£308	£424	£573		
	501-1,000	£24	£36	£57	£77	£108	£145	£183	£275	£345	£477	£644		
	1,001-5,000	£26	£40	£62	£86	£119	£161	£204	£305	£382	£529	£713	£1,008	£1,487
	5,001-10,000	£29	£44	£68	£93	£129	£177	£224	£333	£418	£576	£780	£1,097	£1,624
	10,001-25,000	£31	£47	£73	£101	£142	£190	£241	£364	£454	£626	£846	£1,195	£1,765
	25,001-50,000	£34	£50	£78	£109	£152	£207	£260	£390	£490	£674	£915	£1,286	£1,900
	50,001-75,000	£37	£54	£86	£119	£169	£225	£284	£426	£535	£737	£995	£1,408	£2,078
	75,001-125,000	£40	£59	£93	£129	£181	£244	£308	£463	£582	£804	£1,084	£1,529	£2,259
	125,001-200,000	£44	£67	£104	£144	£203	£273	£343	£516	£649	£896	£1,212	£1,709	£2,522
	200,001+	£46	£69	£107	£149	£209	£283	£355	£535	£671	£928	£1,251	£1,769	£2,610

## Case Study

Sample College's Press Office receives fixed alerts and links to content on publisher websites for newspaper content. Remember that there are 13 recipients at this institution (note the MMO does not pay for the first recipient for this option). There are 100 staff overall.

WMML = £567.00

£1,503.52 (Basic Licence + Digital Additional cover) + £567.00 (WMML)

£2,070.52 per year

# Corporate Website Republishing Licence (CWRL)

NLA

EDUCATION ESTABLISHMENT LICENCE  
PRICE LIST AND GUIDANCE 2019

Positive media coverage is the most credible form of publicity there is. It can spotlight your successes and establish your brand.

With the Corporate Website Republishing Licence you can now make even more of your positive press coverage by posting it to your corporate website and on social media.

This Licence gives you the permission to post headlines, text extracts and PDF files on your corporate sites without the need to contact the individual publishers to gain their approval.

The annual licence fee is based on the number of articles posted on your institution's turnover.

		MICRO EDUCATIONAL ESTABLISHMENT PRICE PER YEAR	SMALL EDUCATIONAL ESTABLISHMENT PRICE PER YEAR	MEDIUM EDUCATIONAL ESTABLISHMENT PRICE PER YEAR	LARGE EDUCATIONAL ESTABLISHMENT PRICE PER YEAR
		Up to £2m turnover	Between £2m - £10m turnover	Between £10m - £50m turnover	£50m+ turnover
NUMBER OF ARTICLES REPLICATED PER YEAR	1 article	£158	£181	£417	£538
	up to 5 articles	£547	£627	£1,076	£1,433
	up to 10 articles	£833	£956	£1,912	£2,270
	up to 25 articles	£1,172	£1,344	£3,106	£3,584
	up to 50 articles	£1,668	£1,912	£4,779	£5,375
	up to 100 articles	£2,188	£2,509	£5,735	£6,451
	up to 200 articles	£2,867	£3,287	£6,868	£7,764
	up to 300 articles	£3,387	£3,883	£7,764	£9,002
	up to 400 articles	£3,803	£4,360	£8,463	£9,963
	up to 500 articles	£4,189	£4,802	£9,002	£10,804

Prices applicable from 2019. All prices are exclusive of VAT

## Case Study

Sample College has the Basic Licence and appropriate additional cover for internal use  
= £2070.52

Sample College also wishes to post 4 articles which praise the college on to their website and related social media. Sample College has a turnover of up to £10m. They are therefore a small Educational Establishment. 4 articles for a small Education Establishment  
= £627.00

£2,070.52 (internal activities) +  
£627.00 (CWRL)  
= £2,697.52

# Indemnity – protection against previously unlicensed copying

NLA

EDUCATION ESTABLISHMENT LICENCE  
PRICE LIST AND GUIDANCE 2019

NLA can cover you for previous years unlicensed copying in the form of an indemnity.

In accordance with the Limitation Act 1980, NLA is entitled to collect licence fees for a maximum of six year's previously unlicensed copying. This is referred to as fill indemnity as it covers you institution for all copying ever undertaken.

Please advise the NLA of the date when your institution commenced copying. We will arrange the appropriate cover for that period.

The indemnity fee is a one off payment and is calculated based on today's annual licence value.

Prices applicable from 2019. All prices are exclusive of VAT

## Case Study

Basic Licence + 10 titles	£700.00
Digital additional cover	£803.52
Paper additional cover	£0.00
WMML	£567.00
CWRL	£627.00
<b>Total (on-going licence fee)</b>	<b>£2,697.52</b>

Sample College have copied for  
6 months prior to the Licence

**£2,697.52 x 0.5 years** £1,348.76

**Total Licence Fee for this year** £4,046.28