



NLA

Education Establishment Licence Price List and Guidance 2018/19



Basic Licence

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EDUCATION ESTABLISHMENT LICENCE PRICE LIST AND GUIDANCE 2018

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 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.

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	£191	£286	£349	£491	£653	£1,086	£1,622	£2,199	£3,213	£4,274	£5,430	£6,513	£7,690	£8,895
Basic +10 titles	£202	£297	£361	£513	£678	£1,128	£1,686	£2,289	£3,340	£4,449	£5,651	£6,771	£7,996	£9,255
Basic +20 titles	£218	£326	£396	£562	£745	£1,241	£1,857	£2,515	£3,675	£4,889	£6,211	£7,447	£8,791	£10,173
Basic +30 titles	£248	£370	£450	£638	£846	£1,411	£2,109	£2,865	£4,180	£5,565	£7,071	£8,476	£10,004	£11,578
Basic +50 titles	£307	£455	£558	£785	£1,045	£1,743	£2,604	£3,536	£5,159	£6,869	£8,725	£10,457	£12,347	£14,290
Basic +100 titles	£385	£567	£699	£982	£1,305	£2,183	£3,259	£4,425	£6,463	£8,600	£10,925	£13,094	£15,460	£17,892
Basic +150 titles	£487	£718	£882	£1,243	£1,648	£2,760	£4,122	£5,598	£8,171	£10,879	£13,816	£16,561	£19,552	£22,628
Basic +200 titles	£539	£795	£980	£1,379	£1,831	£3,063	£4,573	£6,209	£9,061	£12,069	£15,320	£18,362	£21,687	£25,094
Basic +500 titles	£692	£1,021	£1,259	£1,768	£2,349	£3,932	£5,872	£7,972	£11,637	£15,499	£19,637	£23,581	£27,846	£32,223
Basic + All titles (501+)	£1,711	£2,516	£3,109	£4,359	£5,796	£9,714	£14,501	£19,692	£28,739	£38,281	£48,581	£58,227	£68,774	£79,571

Case Study

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

Turnover produces the lowest Basic fee of **£653.00 per year**

If 10 regional newspapers are needed in addition, the Basic fee is **£678.00 per year**

Additional cover

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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 or telephone: 020 7400 3171)

Please note that there is a minimum fee of £722.00 for this additional cover.

TYPE	PRICE PER COPY
UK national and regional newspapers	12.0p
Specialist and foreign newspapers	24.0p

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	4.8p
Specialist and foreign newspapers	9.6p

Case Study

Remember that Sample College has the Basic Licence + 10 titles

= £678.00

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 12p

= £777.60

£678.00 (Basic) + £777.60
(Digital additional cover)

= £1,455.60

Web Media Monitoring Materials Licence Extension (WMML)

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EDUCATION ESTABLISHMENT LICENCE
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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	£78	£78	£78										
	6-25	£90	£93	£150	£209	£292	£396	£498						
	26-50	£101	£150	£239	£335	£470	£637	£801	£1,203					
	51-100	£117	£175	£281	£392	£549	£743	£936	£1,404	£1,766				
	101-500	£130	£197	£314	£439	£615	£833	£1,050	£1,576	£1,980	£2,735	£3,696		
	501-1,000	£147	£221	£355	£495	£692	£938	£1,181	£1,774	£2,229	£3,082	£4,162		
	1,001-5,000	£164	£245	£391	£548	£765	£1,036	£1,305	£1,962	£2,465	£3,409	£4,602	£6,499	£9,599
	5,001-10,000	£177	£266	£426	£597	£837	£1,132	£1,444	£2,144	£2,694	£3,720	£5,024	£7,095	£10,478
	10,001-25,000	£194	£289	£464	£650	£908	£1,230	£1,552	£2,331	£2,926	£4,044	£5,465	£7,715	£11,396
	25,001-50,000	£209	£313	£499	£700	£979	£1,325	£1,670	£2,510	£3,154	£4,356	£5,902	£8,308	£12,274
	50,001-75,000	£228	£341	£547	£764	£1,071	£1,449	£1,827	£2,744	£3,447	£4,763	£6,432	£9,083	£13,415
	75,001-125,000	£248	£370	£594	£832	£1,163	£1,575	£1,985	£2,983	£3,748	£5,178	£6,994	£9,873	£14,583
	125,001-200,000	£266	£414	£664	£930	£1,299	£1,761	£2,219	£3,333	£4,189	£5,787	£7,817	£11,036	£16,292
	200,001+	£286	£429	£686	£961	£1,344	£1,821	£2,296	£3,447	£4,331	£5,985	£8,084	£11,414	£16,858

Web Media Monitoring Materials Licence Extension (WMML)

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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	£13	£13	£13										
	6-25	£16	£16	£23	£32	£45	£60	£75						
	26-50	£17	£23	£36	£52	£71	£95	£121	£181					
	51-100	£19	£28	£43	£60	£83	£112	£140	£211	£265				
	101-500	£21	£30	£48	£67	£93	£125	£159	£236	£298	£410	£555		
	501-1,000	£23	£34	£55	£74	£104	£140	£177	£266	£334	£462	£624		
	1,001-5,000	£25	£38	£60	£83	£115	£156	£197	£295	£370	£512	£690	£976	£1,441
	5,001-10,000	£28	£42	£65	£90	£125	£171	£217	£322	£405	£558	£755	£1,063	£1,573
	10,001-25,000	£30	£45	£70	£97	£137	£184	£233	£352	£439	£606	£819	£1,158	£1,710
	25,001-50,000	£32	£48	£75	£105	£147	£200	£251	£377	£474	£653	£886	£1,246	£1,841
	50,001-75,000	£35	£52	£83	£115	£163	£218	£275	£412	£518	£714	£964	£1,364	£2,013
	75,001-125,000	£38	£57	£90	£125	£175	£236	£298	£448	£564	£779	£1,050	£1,481	£2,189
	125,001-200,000	£42	£64	£100	£139	£196	£264	£332	£500	£628	£868	£1,174	£1,656	£2,444
200,001+	£44	£66	£103	£144	£202	£274	£344	£518	£650	£899	£1,212	£1,714	£2,529	

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 = £549.00

£1,455.60 (Basic Licence + Digital Additional cover) + £549.00 (WMML)

= £2,004.60

Corporate Website Republishing Licence (CWRL)

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EDUCATION ESTABLISHMENT LICENCE PRICE LIST AND GUIDANCE 2018

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 corporate website(s) and the size of your institution. Please note that to determine the size of your institution, you must fit both the staff and turnover criteria.

		SMALL EDUCATIONAL ESTABLISHMENT PRICE PER YEAR	MEDIUM EDUCATIONAL ESTABLISHMENT PRICE PER YEAR	LARGE EDUCATIONAL ESTABLISHMENT PRICE PER YEAR
		Up to 500 staff and £10m turnover	Up to 5,000 staff and £50m turnover	5,001+ staff and £50m+ turnover
NUMBER OF ARTICLES REPLICATED PER YEAR	1 article	£175	£404	£521
	up to 5 articles	£608	£1,043	£1,389
	up to 10 articles	£926	£1,853	£2,220
	up to 25 articles	£1,302	£3,010	£3,473
	up to 50 articles	£1,853	£4,631	£5,209
	up to 100 articles	£2,431	£5,558	£6,252
	up to 200 articles	£3,185	£6,656	£7,524
	up to 300 articles	£3,763	£7,524	£8,724
	up to 400 articles	£4,225	£8,201	£9,655
	up to 500 articles	£4,654	£8,724	£10,470

Prices applicable from 2018. All prices are exclusive of VAT

Case Study

Sample College has the Basic Licence and appropriate additional cover for internal use
= £2,004.60

Sample College also wishes to post 4 articles which praise the college on to their website and related social media. There are 100 members of staff in Sample College, which has a turnover of up to £10m. They are therefore a small Educational Establishment. 4 articles for a small Education Establishment
= £608.00

£2,004.60 (internal activities) + £608.00 (CWRL)
= £2,612.60

Indemnity – protection against previously unlicensed copying

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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.

Case Study – Sample College

Basic Licence + 10 titles	£678.00
Digital additional cover	£777.60
Paper additional cover	£0.00
WMML	£549.00
CWRL	£608.00
Total (on-going licence fee)	£2,612.60

Sample College have copied
for 6 months prior to the Licence
£2,612.60 x 0.5 years

£1,306.30

Total Licence Fee for this year **£3,918.90**

Prices applicable from 2018. All prices are exclusive of VAT