UNIVERSITY OF WESTMINSTER

Academic Year 2018/2019 (Sep' 2018 Intake)

FULL TIME FEE STRUCTURE FOR FOREIGN STUDENTS

UNDERGRADUATE PROGRAMMES

Years	Payment Mode		
	Registration Fee – US$ 650.00		
	Payment Mode	Course Fee (US$)	Due Date
Year 1	Up Front	5,400.00	September 2018
Year 2	Up Front	5,400.00	September 2019
Year 3	Up Front	2,000.00	July 2020
Year 4	Up Front	5,400.00	September 2021

* *Refundable Library Deposit- US$ 200*
* *Student Union Fee – US$ 15 (annual)*
* *Re-sit module fee – US$ 75 per module (Fees apply for any component of module i.e Course work/assignment/ exam)*
* *Repeat module fee – cost of module fee in particular year*
* *For exempted levels or modules, an exemption charge of 40% module fee per module will be applicable.*
* *All fees quoted above are inclusive of NBT, which is currently 2%*
* *These fees are subject to revision at the discretion of IIT.*
* *Fees should be paid by the latest due date indicated. If not a penalty fee will be imposed per day at the rate of 5% per month on the outstanding balance.*

The equivalent fee in Sri Lankan Rupee will be applied on the basis of the rate of rate of exchange on the first of each month. This will be taken from the 'Daily Newspaper'.

....
Student Name

....
Signature

IIT Student Number: ....

Date: ....

Any student with outstanding fees or with any other outstanding obligation to the Institute beyond any permitted deadline, will be debarred from sitting the formal examinations, will not be allowed into the Institute and steps will be taken to suspend the registration.

PAYMENT OF FEES – CONDITIONS

1. FEES

The fees indicated overleaf are applicable for the September intake of the academic year 2018/2019. The Institute however, reserves the right to amend the fees for subsequent Academic Years.

2. MODES OF PAYMENTS

Fees may be paid by CASH/CHEQUE / BANK DRAFT / TT at any branch of Sampath Bank to the A/C No. 0036 1000 3876 of "Informatics Institute of Technology Ltd. ", and submit the DEPOSIT / TT receipt to the Bursar's office to obtain the official receipt for payment.

OR

CHEQUES / BANK DRAFT WILL BE ACCEPTED BY THE BURSAR'S OFFICE AT THE INSTITUTE
"VISA" & "MASTER" credit cards are also accepted for payment of Registration fees & Course fees.

3. PENALTIES, REFUNDS AND PAYMENTS

3.1   Any delay in payment results in the levy of a penalty, (calculated per day at the rate of 5% per month on the outstanding balance). Such penalty plus an administration charge is also applicable to cheques accepted in payment of fees, which are subsequently not honoured.

3:2   <u>Refunds</u>

3.2.1   If the student who is enrolled in any of the programmes (Foundation, BSc or MSc) pending results to qualify to continue with the programme, has paid the registration fee & part of the course fee and finally fails to qualify, then the full registration fee is refunded and the course fee will be refunded on a *pro-rata* basis .

3.2.2   If the student who has the requisite qualifications, has registered in any of the courses offered, has paid the registration fee and requests to withdraw from the enrolled programme **prior to commencement of the programme** due to personal reasons, then the registration fee would not be refunded.

3.2.3   If the student who has the requisite qualifications, has registered, has paid the registration fee, part payment of the course fee and requests to withdraw from the enrolled programme due to personal reasons, then the registration fee would not be refunded, but could be carried forward to the next academic year . Course fee will be refunded on a p*ro-rata* basis.

3.2.4   If the student who has registered in any of the courses offered, currently following the programme and plans to transfer to University of Westminster, neither registration fee nor course fee will be refunded.

3.3   If the student who has the requisite qualifications, has been given exemption for certain subjects/modules and will join the programme mid stream, then the student will have to pay the full registration fee and the course fee on a *Pro- Rata* basis including any applicable exemption fees.

3.4   All Refunds will be paid by cheque and shall be drawn in favour of the Parent/ Guardian.

4. COMMUNICATION

While the Institute maintains contact with Parents or Guardians of Students, **all communications regarding fees shall, in the first instance, be with the student. It is the responsibility of the individual student to ensure that necessary action is taken in this regard.**
Any formal communication regarding penalties, refunds, appeals etc., should be addressed to the Bursar.

5. GENERAL

5.1   All intellectual property generated by the students in relation to their course of study will automatically become the property of Informatics Institute of Technology Ltd. .

5.2   Students are required to abide by all rules, regulations and policies in the student hand book and communicated time to time by Informatics Institute of Technology Ltd.

Bursar's office
July 2018

I agree with the above conditions.

Student Name:-   Signature:-

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Date:-