

PART TIME FEE STRUCTURE-2018

PLEASE NOTE THAT WE DO NOT ACCEPT CASH AT ALL

	ACCA skills	FEE (BWP)-TUITION FEES
	Accountant in Business	4100
	Management Accountant	4100
	Financial Accounting	4100
	Fundamentals	
	Corp & Business Law	5125
	Performance Management	5125
	Tax	5125
	Financial Reporting	5565
	Audit & Assurance	5565
	Financial Management	5565
	Ethics Paper	4100
	Essentials	
	Strategic Business Leader	11, 800
	Corporate Reporting	5750
	Ethics Paper	4100
	Advanced Fin.Mgt	5950
	Advanced Perf.Mgt	5950
	Advanced Taxation	5950
	Advanced Audit	5950
	CIMA	
	Certificate Level	
BA1	Fund. Of Management Accounting	4100
BA2	Fund. Of Financial Accounting	4100
BA3	Fund OfBusiness Economics	4100
BA4	Fund.-Ethics	4100
	Operational Level	



E1	Enterprise Operations	5200
P1	Performance Operations	5200
F1	Financial Operations	5200
	Operational Case Study	5400
	Management Level	
E2	Enterprise Management	5610
P2	Performance Management	5610
F2	Financial Management	5610
	Management Case Study	5890
	Strategic Level	
P3	Performance Management	5810
E3	Enterprise Strategy	5810
F3	Financial Strategy	5810
T4	T4-Test of prof. Competence	6030
	CFA	
	Level 1	20,000
	Level 2	20,000

	Level 3	20,000
	BICA	
	Certificate level	4400
	Professional level	6200
	Advanced level	7080

Fees indicated above are for TUITION ONLY

Revision for any paper is half of the tuition fees, if the student is not taking the paper for tuition

***Should a student opt to join classes after 50% of the syllabus content has been covered, an agreement to pay the full fee will have to be signed between college admissions department and the student. Please note that no refund will be allowed under this agreement regardless of circumstances leading to the refund.**

1.0 REGISTRATION FEES(non refundable)

- 1.1 New students:P200
- 1.2 Returning students: P100 (payable every semester).
- 1.3 To replace a lost access card-P100
- 1.4 To replace a damaged card-P50 (damaged card has to be submitted).

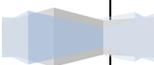
2.0 PAYMENT TERMS

- 2.1 New students: **50%** of the fees for papers being taken in that particular semester are payable upon commencement of classes plus the registration fee.
- 2.2 **Foreign students who require documents to support their student permit application will be required to pay all the fees upfront before the admission process can be completed.**

3.0 PAYMENT METHOD

- 3.1 All payments are done through real pay. No cheques or cash will be acceptable except when a student is paying the whole amount, in this case the student will be required to deposit the payment and present the deposit slip as proof of payment for receipting until proof of payment is presented the amount will be considered unpaid.
- 3.2 Balance of fees to be paid in installments will be done on a case to case basis.
- 3.3 **If a student had defaulted previously 100 % payment of fees for the paper being taken and any outstanding balance will be required before such a student can commence classes.**

BANKING DETAILS FIRST NATIONAL BANK



ARTHURPORTLAND

Account No: 62174650583

Branch: Industrial

Branch No: 281667

Please include your name as reference if you have not yet been allocated a code by admissions department.

4.0 CHANGE OF PAYMENT DATES, LATE PAYMENTS

4.1 Changing of payment dates attracts a penalty of P300.

5.0 DEFERRED FEES

5.1 These fees can only be utilized in the immediate following semester for the same papers and are not transferable.

5.2 Student has to confirm such a request in writing immediately they cease attending classes failure to which the fees will be forfeited.

AP REFUND POLICY

If a student terminates classes the following will apply:

- i) If a student terminates without prior written agreement with the college. He/she will be liable for the entire semester fee.
- ii) For a student taking a break, written approval should be obtained from the college and the maximum period permissible should not exceed a maximum of 6 months following immediate semester a student intends to take the break.
- iii) 50% of the fee will be refunded only if refund application is received by the accounts department at least 10 days before the scheduled starting date for the classes the student has registered for.

- iv) 100% refund will only occur if the institution cancels the course.
- v) Non attendance will not render the said fees un payable as long as the course was not cancelled by the institution.
- vi) The institution reserves the right to reject or accept any refund request.
- vii) If termination is based on medical grounds then a written confirmation will need to be obtained from a qualified and recognized medical doctor.

Please allow 30 working days for the refund to be processed from the date of receipt of request.

