

**PART TIME FEE STRUCTURE-2018**

**PLEASE NOTE THAT WE DO NOT ACCEPT CASH AT ALL**

	<b>AAT FOUNDATION(CERTIFICATE IN ACCOUNTING &amp; BUSINESS)</b>	<b>FEE (BWP)-TUITION FEES</b>
BKT	Bookkeeping Transactions	2500
BCNTRL	Bookkeeping Control	2500
ECL	Elements Of Costing	2500
WEAF	Working Effectively in accounting and finance	2500
ACSF	Accounting Software	2500
	<b>TOTAL(TUITION)</b>	<b>11 500.00</b>
	<b>AAT FOUNDATION(DIPLOMA IN ACCOUNTING &amp; BUSINESS)</b>	
BKT	Bookkeeping Transactions	3000
BCNTRL	Bookkeeping Control	3000
ECL	Elements Of Costing	3000
WEAF	Working Effectively in accounting and finance <b>(SYNOPTIC)</b>	3000
ACSF	Accounting Software	3000
BCPK	Business Communication and Personal Skills	3000
DLS	Developing Lifelong Learning Skills	3000
PYRL	Introduction to Payroll	3000
BCLAW	Business & Company Law	3000
	<b>TOTAL(TUITION)</b>	<b>22 500.00</b>
	<b>AAT INTERMEDIATE</b>	
FAPR	Final accounts preparation	3500
MMAC	Management Accounting costing	3500
IDTX	Indirect tax	3500
AVBK	Advanced Bookkeeping	3500
ETFA	Ethics for Accountants <b>*(SYNOPTIC)*</b>	3500
SDST	Spreadsheets for Accountings <b>*(SYNOPTIC)*</b>	3500
	<b>TOTAL(TUITION)</b>	<b>18 000.00</b>

<b>AAT TECHNICIAN</b>		
FNST	Financial Statements of Limited Companies	3500
MDCL	Management Accounting Decision and Control	3500
MABU	Management Accounting: Budgeting	3500
ASYC	Accounting Systems and Controls	3500
EXT	External Audit (OPTION	3500
CRDC	Credit Management	3500
	<b>TOTAL</b>	<b>21000.00</b>

**\*Fees indicated above are for TUITION ONLY\***

**\*Revision for any paper is half of the tuition fees\***

**\*When 50% has been covered no student will be allowed to commence classes\*. This applies to revision classes as well.\***

**\*An agreement to pay the full fee even though a certain percentage of the syllabus content has been covered will have to be signed between college admissions department and the student and no refund will be allowed this agreement regardless of circumstances leading to the refund.**

❖ **Please note the AAT exam fee for the Accounting Qualification(AQ) 2016 is**

- **P700 per subject level II**
- **Synoptic exam fee P750**
- **P750 per subject level III**
- **Advanced Synoptic exam fee P800**
- **P750 per subject Level IV**
- **Synoptic exam fee P850**

**WHILE FOR Accounting Qualification (AQ) 2013**

**P1000 per subject level II**

**Computerized Accounting P1500**

**P1000 per subject level III**

**Spreadsheet and Professional Ethics P1500**

**P1000 per subject level IV**

**Internal Control for Accounting (ICAS) P1500**

**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

**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 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 PAYEMNT DATES, LATE PAYMENTS**

4.1 Changing of payment dates attracts a penalty of P300.

## **5.0 DEFERED 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 unpayable 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.\***

