

Withdrawal and Tuition Fee Policy

Postgraduate Students

Self Funded Students

Withdrawal during Week 1 of Month 1¹:

Any new student who withdraws and has a recorded date of last attendance within Week 1 of Month 1 (usually the first week of October) will not be liable for any tuition fee for that academic session. This does not apply to continuing students who, if withdrawing in Week 1 of Month 1 will be charged for 1 month's attendance.

Withdrawal during the first 4 weeks of Month 1:

Any student who withdraws and has a recorded date of last attendance after Week 1, but up to and including Friday of Week 4, Month 1, will be charged for one month's tuition fee. New students will have the number of weeks attended calculated from the date of first registration.

Withdrawal after Week 4 of Month 1:

Students who are recorded as 'self funded' will be liable for the full academic session's tuition fee.

Students whose tuition fees are paid either wholly or partly by a sponsor

Sponsored students who have a date of last attendance after Week 4 of Month 1 will be charged the full academic session's tuition fee. If the student is sponsored, the sponsor will be liable for this fee or their share of it as per the original sponsor agreement. In the event that the sponsor refuses to pay, the student will become liable for the whole fee charged.

Please note sponsored students must provide the university with a copy of their sponsorship confirmation letter. If the university does not have proof of sponsorship, the student will be treated as 'self funded'.

Intercalation

Students will be charged pro-rata based on the number of months that they have been in attendance.

¹ The academic session typically runs from 1st October to 30th September for Postgraduate Students.