



## **Withdrawal and Refund Policies**

Advent Links-SAUC may refund up to 80% of course fee received, LESS \$200.00 administrative fee and any applicable bank charges, if a written notice of withdrawal is received more than 21 days before course commencement.

No refund shall be made if withdrawal notice is received less than 21 days before course commencement. However, a refund maybe considered if a written notification is received during cooling period, within seven (7) days after the contract agreement is signed.

The refund within the cooling period is explained in the following:

- Before course commencement, a maximum of 80% refund of Course and miscellaneous fees paid and LESS \$200.00 administrative fee.
- After course commencement, a maximum of 80% refund of Course and miscellaneous fess paid, LESS \$200.00 administrative fee and LESS Course fees consumed.

The course commencement date refers to the initial start date of the entire course.

## **SUMMARY OF MISCELLANEOUS FEES**

Application Fee (Advent Links-SAUC Course)	\$50.00
Application Fee (External Degree Course)	\$100.00
Administrative fee for refund policies	\$200.00
Library / Student ID	\$40.00
Remodule fee for each Advent Link-SAUC module	\$475.00
Late application for admission	\$50.00
Late re-enrolment (unit selection)	\$50.00
Late payment of charges, subscriptions or fines	\$10.00
Late payment of tuition fees	\$50.00
Additional copy of an official transcript	\$100.00
Replacement of ID/library card	\$30.00
Replacement of Certificate / Diploma	\$100.00
Out of Schedule / Supplementary Exam	\$200.00
Replacement of lost receipt	\$10.00
Graduation Fee (if applicable)	\$100.00