

Tuition and Fee Payment Policy

All tuition and fees at the standard published rates must be paid by the due date. Any outstanding fees payable after the due date will be subject to a late payment fee of 10% of the balance owed.

Payments

Two Payments - All tuition and fees can be paid in two payments at the published standard rate. Payments must be made in full by the scheduled due dates. If payment is not made by the scheduled due date a 10% surcharge will be incurred and applied.

- Semester 1 – Paid in full by Friday 9th August 2019
- Semester 2 – Paid in full by Friday 27th December 2019.

If necessary, special arrangements may be granted on a case-by-case basis to pay by installments. Installment plans will not extend beyond October 31 (semester 1) and March 31 (semester 2). All installment plans will be subject to a one-time 5% surcharge and penalty if applicable. If you would like to request a special arrangement, please come to the Finance Office to discuss the terms and conditions.

Delinquent Account Penalties

Students will be terminated from the current term on the 21st day the payment in full becomes past due. Request for re-entry may be considered once accounts have been paid in full for the term. Students in a delinquent account status will not receive transcripts, diplomas, or letters of recommendation, and are not permitted to register for a new semester until the balance owed is paid in full.

Delinquent Installment Plan Accounts

Installment plan participants are required to make consecutive monthly payments as scheduled. Any account not paid by the scheduled due date will be subject to an additional 10% late penalty fee. Accounts not paid within 15 days from the monthly scheduled due date will be canceled from the installment plan. Once canceled, the due date will revert back to the original due date of the prospective term. Therefore, immediate payment in full on the balance owed is required. If the balance is not paid in full within 5 days of the installment plan being cancelled. The student will be terminated from the current term on the 21st day that the installment payment becomes past due. Request for re-entry may be considered once accounts have been paid in full for the term.