

APIIT BUSINESS AND COMPUTING DEGREE PROGRAMMES

FEES AND ENROLMENT GUIDE

Sep 2011 - Aug 2012

DOCUMENTATION

Applicants who have the requisite qualifications for enrolment may register by submitting the following documents together with the Registration Fee. (Photocopies of certificates and NIC/Passport should be submitted along with the originals; the originals will be returned.)

- Duly completed Student Registration Form
- Educational and Professional Certificates
- National Identity Card or Passport
- Three passport-size photographs (Please write name and NIC/Passport No. on reverse)

FEES

Registration Fee (non-refundable) : Rs. 30,000.00

Library Deposit (refundable) : Rs. 20,000.00

The Annual Registration Fee of £100 is payable directly in favour of Staffordshire University, at the beginning of each year.

Course fees for all degree programmes may be paid up front or in instalments. The course fee includes tuition fee, cost of course materials and assessment and examination fees, but excludes fees payable for any re-sit, external or additional examinations and repeat modules. Students may choose one of the following three payment options at each level:

Level	Programme	Option 1	Option 2	Option 3
		Full Payment Up Front Rs	Semester Payments Rs	Monthly Payments Rs
C	Year 1 of Degree	450,000/-	162,000/- x 3	42,000/- x 12
I	Year 2 of Degree	450,000/-	162,000/- x 3	42,000/- x 12
H	Year 3 of Degree	450,000/-	234,000/- x 2	60,000/- x 8

Examination Appeal Fee : Rs. 5,000.00 per module

Examination Re-sit Fee : Rs. 7,500.00 per module

In-course Re-sit Fee : Rs. 7,500.00 per module

Payments may be made by cheque in favour of "APIIT Lanka (Pvt) Ltd" or directly to A/C No. 012-000741-001 at HSBC, Union Place, Colombo 2.

Monthly instalments should be paid on or before the 1st of every month. A late payment fee of Rs.100 per day is applicable.

Fees for the three year degree programme shall be fixed as above; however, should a student transfer/defer to a later intake/ batch, fee structure of the later intake/ batch will be applicable from the date of transfer.

Instalment schemes are designed for convenience of payment and do not have a direct relevance to course schedule.

REFUNDS

Students planning to withdraw from academic programmes should notify their intentions in writing to the Head, Academic Administration. Refunds of excess payments will be calculated from the end of the month in which actual withdrawal takes place or from the end of the month in which notification is received, whichever is later. The refundable amount will be calculated on a pro rata basis.



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