



Colegio EPI, Unit H&T – Tuition fee and other expenses – Student

School year 2014-2015

Registration fee

The registration fee of Awg. 40.00 is meant for the freshmen and/or a student who has to be registered again completely. The registration fee will **not be refunded**. The registration fee has to be paid in advance and a copy hereof has to be submitted to the unit concerned. Only after this proof of payment can all documents submitted be processed.

Tuition fee

- Local student Awg. 350.00
- Student from the Dutch Kingdom Awg. 4,100.00
- Foreign student Awg. 6,617.00

The tuition fee has to be transferred to the following bank account numbers of Colegio EPI, stating:

- ✓ Name and address of the student (**not the name of the person who pays**)
- ✓ The student number (**if known**)
- ✓ Unit
- ✓ School year

The tuition fee has to be paid at ARUBA BANK. The bank account number of this Unit is:

- Unit H&T: 2506660590

All students have to pay the tuition fee in full **before July 25, 2014**. The consequences of not paying in time are *inter alia* that you are not registered at the school and are not admitted to a classroom or to attending classes either.

You have to keep your payment receipt of the bank carefully and submit it to the Financial Department of Colegio EPI as proof **on July 25, 2014** at the latest!

If the tuition fee cannot be fully paid in a lump sum, the student has to report to the Financial Department of Colegio EPI **before July 25, 2014** in order to make a payment arrangement.

Students “spring semester”

All students of the “spring semester” (January/February) have to pay the tuition fee in full **before December 12, 2014**.

You have to keep your payment receipt of the bank carefully and submit it to the Financial Department of Colegio EPI as proof on **December 12, 2014** at the latest!

If the tuition fee cannot be fully paid in a lump sum, the student has to report to the Financial Department of Colegio EPI **before December 12, 2014** in order to make a payment arrangement. International students/students from the Dutch Kingdom have to pay 50% of the fee **before December 12, 2014**.

Activities fee

The activities fee is Awg. 50.00 per school year and has to be paid **before July 25, 2014**. This is paid in the same way as the tuition fee. The activities fee will be used for several social and teambuilding activities within the unit concerned.

Certification fee

The certification fee is a non-recurring amount of Awg. 75.00 and has to be paid by examinees **before October 31**, and proof of payment hereof has to be submitted to the Financial Department. This is paid in the same way as the tuition fee. The certification fee will be used as a contribution to cover the expenses of certification. The certification fee will not be refunded.

Books, readers, and teaching materials

The student is responsible for buying his books, readers, and teaching materials required for his studies within the unit. Readers and other relevant teaching materials will be available to all students and sold at the Open Learning Center (OLC). This only applies to local students.

Refund

If the student has to leave school for whatever reason, he/she has to get the following matters in order before qualifying for a refund.

- The update form has to be filled out together with the mentor or counseling manager.
- Subsequently, borrowed books or teaching materials have to be returned.

The refund scheme only applies if the update form has been filled out and submitted to the unit. **If you leave school and do not notify the school hereof, you are liable for the payment of the tuition fee.**

The tuition fee will be refunded as follows:

1. 50% of the tuition fee *paid*, if you leave school before September 1;
2. 25% of the tuition fee *paid*, if you leave school before October 15;
3. No refund after October 15.

Refund for “spring semester” students

If the student has to leave school for whatever reason, he/she has to get the following matters in order before qualifying for a refund.

- The update form has to be filled out together with the mentor or counseling manager.
- Subsequently, borrowed books or teaching materials have to be returned.

The refund scheme only applies if the update form has been filled out and submitted to the unit. **If you leave school and do not notify the school hereof, you are liable for the payment of the tuition fee.**

The tuition fee will be refunded as follows:

4. 50% of the tuition fee *paid*, if you leave school before March 1;
5. 25% of the tuition fee *paid*, if you leave school before April 15;
6. No refund after April 15.

Failure to pay

If you fail to pay the tuition fee due, even after a warning letter, on the due date or in accordance with the installments, you will be denied participation in examinations or traineeship until the amount due has been paid.

The digital version of this document is available at www.epiaruba.com.