



MASTER COURSE WORK PAYMENT TUITION FEE REGULATIONS UNIVERSITI MALAYSIA PAHANG

1.0 PURPOSE

1.1 The payment is intended to cover all compulsory Master Course Work Students payment set by Universiti Malaysia Pahang authorities.

2.0 TUITION FEES PAYMENT REGULATIONS

2.1 New Students

2.1.1 A new local student must pay a minimum fee of twelve (12) credit hours for full time student or six (6) credit hours for part time student, non-recurring fee and recurring fee before or during the registration date.

2.1.2 A new international student must pay a minimum fee of twenty four (24) credit hours for full time and twelve (12) credit hours for part time.

2.2 Current Students

2.2.1 All senior students (local and international) must pay a minimum fee of six twelve (12) for full time student or six (6) credit hours for part time student, non-recurring fee and recurring fee before or during the registration date.

2.2.2 All final year students (local and international) must pay the remaining fee of all credit hours left, non-recurring fee and recurring fee before or during the registration date.

2.2.3 Students with an outstanding fee are not allowed to register for the current semester until all debts are cleared.

2.2.4 Students who have been terminated from the sponsorship/loan or currently appeal for a continuation of sponsorship/loan must pay a minimum fee of six (6) credit hours, non-recurring fee and recurring fee before or during the registration date.

2.2.5 Students who have partial sponsorship/loan must pay the remaining balance of the fee before or after the registration date.

2.2.6 Exemption of registration without fee payment is not granted for the sponsor party who does not follow the time period given by the university. Outstanding fees must be paid before current semester registration

3.0 The Additional Credit Hour

3.1 Students who apply for a course add/drop/withdrawal within the add/drop course period must pay the remaining fee by week nine (9) which is one week after mid semester break.

4.0 Disciplinary Actions

4.1 Students who are subjected to disciplinary actions whose candidature is either terminated or suspended must pay the total fees for the respective semester where the action is taken.

5.0 Withdrawal from program

5.1 New Students

5.1.1 No refund of the Entry Fee will be made for students who withdraw after the registration date.

5.1.2 Tuition fees will be refunded to new students who withdraw within 14 days after the registration date.

5.1.3 No refund of tuition fees will be made for new students who withdraw after this given period (after the 14 days of registration date).

5.2 Senior Students

5.2.1 Senior students who register and withdraw after the 14 days of registration date must pay the total fee of the respective semester.

6.0 Postponement of Studies

6.1 Students who have been endorsed for postponement of studies during the semester must pay the fees as follow:

6.1.1 Students who have been endorsed for postponement within 14 days after the semester commences, all fees will be refunded.

6.1.2 If the endorsement is given before the end of the mid semester break, the student must pay half of the total tuition fees.

6.1.3 If the endorsement is given after the end of the mid semester break, the student must pay total amount of tuition fees.

6.1.4 Other fees must be paid totally for (2) and (3) above, while the hostel fees are subjected to the rules and regulation of hostel management.

7.0 Medical Leave

Total tuition fees will be refunded to students who have been endorsed for medical leaves by the University.

8.0 Hostel accommodation fees

- 8.1 All students must pay a total fees of six (6) months hostel accommodation fees before they are allowed for hostel accommodation.
- 8.2 Students are charged according to monthly fees and no prorated counting.
- 8.3 Postgraduate hostel accommodation is subjected to the rules and regulations imposed by the hostel management.

9.0 Refund

- 9.1 Personal bond for international students who have completed his/her studies will be refunded via bank credit transfer. Students must show a proof of his/her account bank details whether a Malaysian account or home country account. No refund will be made to a third party account.
- 9.2 University may coordinate any surplus that will be paid to students with any fee or outstanding payment.
- 9.3 All applications for refund will only be processed for application of transactions within the financial year except for the deposit account. If the application made after the period, no refund will be made. The financial year of university ends on 31st December.

10.0 Action Against Students Who Fail To Make Payments

Students who fail to pay the total fees within the given period is subjected to the barring action. According to the University rules, the barring on the student may result on the following consequences:

- i. Not allowed to register for the courses
- ii. Examination result and academic transcript will be detained
- iii. Not allowed to attend the convocation
- iv. Barred from attending the classes
- v. Barred from taking the examinations
- vi. Candidature will be suspended
- vii. Candidature will be terminated

11.0 Tuition Fees Rates

The tuition fees are based on the current rate under the programs and courses have been set.

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