

**FEE STRUCTURE FOR VISA APPLICANT/VISA LETTER CASE FROM SUC (IN AED)
AY 2012 – 2013 (MAY/SEPTEMBER 2012 & JANUARY 2013 INTAKE)**

B.B.A. with majors in: ☒ International Business (BIB) ☒ Marketing (BBM)

☒ Travel & Tourism Management (BBT) ☒ Information Systems (BBI) ☒ Finance (BBF)

YEAR LEVEL	PAYMENT	AMOUNT	TOTAL (IN AED)
FIRST	Application Fee	1,000.00	39,900.00
	First Installment Fee	5,000.00	
	1st cheque-upon enrollment	11,300.00	
	2 nd cheque - 3 mos from date of 1st cheque	11,300.00	
	3 rd cheque - 3 mos from date of 2nd cheque	11,300.00	
SECOND	1 st cheque - September	11,300.00	33,900.00
	2 nd cheque - December	11,300.00	
	3 rd cheque - March	11,300.00	
THIRD	1 st cheque - September	11,300.00	33,900.00
	2 nd cheque - December	11,300.00	
	3 rd cheque - March	11,300.00	
FOURTH	1 st cheque - September	11,300.00	33,800.00
	2 nd cheque - December	11,300.00	
	3 rd cheque - March	11,200.00	
TOTAL BBA FEES FOR 4 YEARS			141,500.00

Fees Subject to change

FEE PAYMENT TERMS

A. Admission Fees

- 1) At the time of admission, student-applicant must pay:

VISA APPLICANT	AMOUNT	VISA LETTER CASE FROM SUC	AMOUNT
Application fee (Non-refundable)	AED 1,000/-	Application fee (Non-refundable)	AED 1,000/-
First Installment Fee (Non-refundable)	AED 5,000/-	First Installment Fee (Non-refundable)	AED 5,000/-
Visa Fee (Applicable for a 3 year visa) – Fully Non-refundable once visa is filed	AED 5,500/-	1st Cheque Payment (Non-refundable)	AED 3,765/-
Passport Guarantee (Refundable at the time of visa cancellation)	AED 2,500/-	TOEFL Exam Fee	AED 500/-
1 st Cheque Payment (Non-refundable)	AED 11,300/-	TOEFL Book	AED 400/-
2 nd Cheque Payment	AED 11,300/-	2 nd Cheque Payment - PDC	AED 3,765/-
3 rd Cheque Payment	AED 11,300/-	3 rd Cheque Payment - PDC	AED 3,770/-
o TOEFL Exam Fee	AED 500/-		
o TOEFL Book	AED 400/-		
1 st 3 months of Hostel Fees (AED 1,450/ per month)	AED 4,350/-		
Hostel Deposit (Refundable)	AED 1,000/-		
TOTAL FIRST PAYMENT	AED 54,150/-	TOTAL FIRST PAYMENT	AED 18,200/-

- 2) TOEFL (Institutional) exam fees of **AED 500/-** (subject to change) or IELTS-CES exam fees of **AED 875/-** (subject to change) is to be paid along with the application fees. Students holding required TOEFL (IBT) or IELTS (Academic) scores as per the admission criteria (mentioned in BBA Catalog 2012-2013) are exempted from the English Placement Test. Student appearing for TOEFL (Institutional) at SUC can repeat the exam maximum 2 times by paying the required fees.
- 3) **AED 400/-** [Compulsory] to be paid as rental for the TOEFL book or **AED 750/-** for purchase of IELTS book. If the student passes the exam, & returns the book along with the CD to the SUC in good condition; **AED 250/-** would be refunded back to the student and **AED 150/-** would be deducted as book rental charges.

B. Miscellaneous Fees

- 1) Transportation fee is additionally charged as per published fees by Finance Dept.
- 2) Bounced cheques are charged with **AED 500/-**
- 3) Change of Major Fee: Freshman - **AED 500/-**, Sophomore - **AED 1,000/-** & Junior/Senior - **AED 2,000/-**
- 4) Convocation fees of **AED 2,300 /-** [AED 1,500/- BBA Graduation fees & Gowns + **AED 800/-** (AED 400/- per chip minimum of 2 chips as per MOHESR requirements & no. of additional chips depends on MOHESR)] are excluded in the fee structure.
- 5) Students who wish to apply for TOC are required to pay **AED 300/-** additional as TOC processing fees. Once the TOC is granted, it will be informed to student along with the graduation plan for review & consent signature.

C. Refund Policies (As per Annexure A2 – BBA Refund Policies)

D. Visa And Hostel Fees

- 1) Visa charges applicable only for 3 years of study, may be renewed (subject to approval) for an additional payment of **AED 2,750/-** Visa charges are fully non-refundable once visa is filed to Immigration Authorities. Subject to change as per Government rules and regulations. If a registered student wants to postpone to next succeeding intake, visa postponement charge of **AED 1,500/-** applies.
- 2) 1st 3 months of Hostel Fees – **AED 4,350/-** [at the rate of **AED 1,450/-** per month (inclusive of rent, water & electricity charges)]. This is mandatory for those students who are not staying with their parent or guardian (direct relative living in UAE)

GENERAL TERMS

Prospective student joining the SUC BBA Program is required to take English Placement Test of TOEFL (Institutional) & Mathematics Placement Test.

- Student who successfully clears both the exams as per the admission criteria (mentioned in BBA Catalog 2012-2013), embarks in BBA Main Program.
- Student who does not clear the English Placement Test undergo the AIPC (IELTS Academic) as per the admission criteria (mentioned in BBA Catalog 2012-2013) and additional fees will be payable as per the published fees structure
- Student who does not clear the Mathematics Placement Test undergo Mathematics Crash Course as per the admission criteria (mentioned in BBA Catalog 2012-2013) and additional fees will be payable as per the published fees structure

I acknowledge that I have read & understand above mentioned SUC Payment terms

DATE	STUDENT/GUARDIAN SIGNATURE
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Bank Details: The National Bank Of Ras Al Khaimah (P.S.C.), Dubai, UAE

Account No.: 0024-409596-061

Swift Code: NRAKAEAK

Iban: AE 480400000024409596061

Beneficiary: Skyline University College LLC

Branch: Dubai, UAE