



CENTRE FOR PROFESSIONAL DEVELOPMENT REFUND POLICY AY 2013 – 2014

The refund policy applicable for CPD will be as follows:

SUC COURSES		
PAYMENT MODE	REFUND APPLICABLE BEFORE START	REFUND APPLICABLE AFTER START
IF FULL FEES PAID BEFORE THE START OF COURSE	10% OF THE TOTAL FEES WILL BE DEDUCTED AND THE BALANCE AMT WILL BE REFUNDED	NO REFUND
IF PART PAYMENT DONE BEFORE START OF COURSE	10% OF THE TOTAL FEES WILL BE DEDUCTED AND THE BALANCE AMT WILL BE REFUNDED	NO REFUND

IATA COURSES		
PAYMENT MODE	BEFORE NAME REGN WITH IATA	AFTER NAME REGN WITH IATA
IF PAYMENT IS DONE IN FULL	10% OF THE TOTAL FEES WILL BE DEDUCTED AND THE BALANCE AMT WILL BE REFUNDED	TOTAL FEES (-) KIT COST (-) 25% AFTER DEDUCTION OF KIT
IF PART PAYMENT IS DONE AND BALANCE BY PDC	10% OF THE TOTAL FEES WILL BE DEDUCTED AND THE BALANCE AMT WILL BE REFUNDED	TOTAL FEES (-) KIT COST (-) 25% AFTER DEDUCTION OF KIT

CTH COURSES		
PAYMENT MODE	BEFORE REGN WITH CTH	AFTER REGN WITH CTH
IF PAYMENT IS DONE IN FULL BY CASH / CHQ	10% OF THE TOTAL FEES WILL BE DEDUCTED AND THE BALANCE AMT WILL BE REFUNDED	AED 2500/- WILL BE DEDUCTED AND THE BALANCE AMOUNT WILL BE REFUNDED

ACCA COURSES		
COURSE NAME	BEFORE REGN WITH ACCA	AFTER REGN WITH ACCA
ACCA COURSES	25% OF THE FIRST MODULE FEES	NO REFUND

Note: No refund will be applicable for students who are expelled / cancelled by SUC on disciplinary grounds.