



UCL Business School Multan

Course Fee and Payment Schedule for September Intake - 2020-2021

	BBA (Hons)	CertHE Business Admin
Admission Fee (payable once at the time of submission of application-non refundable)	Rs. 55,000*	Rs. 55,000 *
Security Deposit (payable once at the time of Admission)	Rs. 15,000	Rs. 15,000
Library charges: (includes Text books/printed material-payable annually)	Rs. 40,000	Rs. 40,000
Tuition Fee and other charges		
<u>Date payable: at the time of admission</u>		
Tuition Fee (Ist instalment)	Rs. 210,000	Rs. 220,000
<u>Date payable: at the time of admission</u>		
Application Fee (payable to the University of London) (New admissions-payable once. Non refundable)	£ 101	N/A
<u>Date payable: by 5th October</u>		
Registration Fee (Payable to the University of London) (University of London Reg Fee, Payable once)	£ 1575	£ 787
Continuation Fee (payable to the University of London)	£ 787	£ 1575
<u>Date payable: by 25th November</u>		
Tuition Fee (2nd instalment)	Rs. 210,000	Rs. 220,000
<u>Date payable: by Ist January</u>		
University of London Examination Fee (For each 30 credit module) (payable to the University of London)	£ 378	£ 378
The British Council Examination Fee for BBA/CertHE (ranges between Rs. 25,000 to Rs. 35,000 for 4 to 6 modules)		
Late payment charges (University of London)	£ 100	

***CertHE Business Administration students to pay Admission Fee before sitting the on-line Entrance Test.
Admission Fee is refundable if an Offer of Acceptance is not issued.**

Note:

All fees paid are subject to the tax laws of Pakistan. **5% tax is payable on all local fees except security deposit.**

Initial Registration fee is paid **ONCE** to the University for the same course.

Examinations are conducted by the British Council which charges a fee in rupees.

Examination Notices/certificates/references are issued only if all dues have been paid in full.

Parents are required to pay UOL payments in a draft form directly to the University.

(Please see overleaf for Fee Payment Rules)

Tuition Fee Payment Rules

1. The tuition fee for the year is collected in TWO instalments for UOL programme (Dates are specified overleaf).
2. Tuition fee cards are issued at least two weeks in advance of the last date of payment of tuition fee. Fee cards are sent to parents through pupils. If the parent does not receive the fee card they must contact the office.
3. After the final date of payment, the fee is received for a grace period of 10 days with a fine of Rs.1000.
4. If the fee is paid by cheque and the bank returns the cheque unpaid, a charge of Rs. 1,000 is made to cover administrative costs in addition to the late fee charges (if applicable).
5. After the grace period is over the student's name is subject to cancellation and re-admission of the student is conditional upon
 - a. the full payment of the Admission Fee
 - b. the full payment of all outstanding dues
 - c. a vacancy in the class since the place might have been offered to another applicant, and
 - d. recommendation by the Head for re-admission of the student.
6. The Admission Fee and Security Deposit are payable once only at the time of admission. The Security Deposit is refundable only when:
 - a. The student leaves the Institute
 - b. Tuition fees are not outstanding, and
 - c. No deductions have been made against the deposit.
7. **Tuition fee/Admission fee/Library fee once paid is NOT refundable** irrespective of whether the student leaves the course voluntarily or is asked to leave the course on academic, disciplinary or any other grounds.
8. Parents with more than two children attending the college are charged full tuition fee for the two older children and 75% of the tuition fee for the other children.
9. A student who joins the College during the term, is charged full fee for the term.
10. Tuition fees normally increase at the rate of 10-15% per year.
11. Withdrawal from the College requires at least one term's notice or one term's fee in lieu of notice.
12. All fees paid are subject to the tax laws of Pakistan. **5% tax is payable on all local fees except security deposit.**

The management reserves the right to change or amend the rules/conditions stated