



Schedule of Administrative Fees – 2018 - 2019

Cancellation Fee – AED 1000

Administrative fee if student cancels within the Refund Period.

Course Transfer Fee – AED 450

Administrative fee for transferring course of study.

Course Extension Fee – AED 700 for Certificate Courses and AED 950 for Diploma Courses

Course extension fee for a maximum of 12 months.

Course Restart Fee – Certificate Courses AED 950 Diploma Courses AED 1350

Fee to restart a course after it has expired. This fee is applicable if the expiry date is over 90 days old.

Certificate Reissue Fee – AED 95

Request for Certificate or Statement of Attainment re-issue

Recognition of Prior Learning – AED 300

Non-refundable assessment fee for Recognition of Prior Learning (RPL). Note: Students will receive a tuition credit (discount) of 25% for each competency recognised.