



SKYLINE UNIVERSITY COLLEGE

P.O.Box 1797 - University City of Sharjah, UAE

Tel No.: +97165441155

Fax No.: +97165441166

Website: www.skylineuniversity.ac.ae

E-mail: Admissions@skylineuniversity.ac.ae



UNDERGRADUATE (FINANCIAL RULES & REGULATIONS) AY 2019-2020

1. All payments against Tuition fees, miscellaneous fees (Refer Under Graduate financial rules and regulations) AY 2019-2020 and any other fees direct / indirect is subject to 5% value added tax (VAT) in line with Federal Decree-Law No.8 of 2017.
2. Tuition fees remain constant for the students as per fee structure issued at the time of admission. However, miscellaneous & additional fees are subject to change annually which will be published by the Finance Department in advance on an annual basis.
3. First installment fee is non-refundable once the class has commenced even if the student has not attended the class or is yet to give TOEFL exam or result is still awaited.
4. Student registering after the commencement date of the intake accepts that there will be no refund applicable under any circumstances.
5. Tuition Fees are to be paid according to the payment plan given to the students.
6. Tuition fee paid in excess can be transferred to the next semester. No refund applicable.
7. Tuition fee cannot be transferred from one student account to another student account, what so ever may be the reason
8. Students having tuition fee due will have their academic record withheld and would not be allowed to proceed the semester as well as not to register for the next semester. Student having two months outstanding will be deactivated and if the fees are not cleared before the final examination, student will be withdrawn from the semester
9. Monthly Installments fall due on the 1st day of every month and to be paid before 10th of every month after which fine will be applied as mentioned in the Student Handbook. It is the responsibility of the student to pay the fee on time; SUC will not issue reminders **AED 10/-** +VAT 5% per day from the 11th of the due month.
10. Students who wish to apply for TOC are required to pay **AED 500 /-** +VAT 5% additional as TOC processing fees. Once the TOC is granted, it will be informed to student along with the graduation plan for review & consent with signature.
11. If the student wishes to postpone to the next intake, the same can be done by filling the postponement form without any additional fee. However, if he wishes to postpone for the second time, he has to pay **AED 1575 /-** +VAT 5% as postponement fee and new fee structure will apply [not applicable for visa, visa-embassy letter & international students].
12. Hostel fee, if applicable, is **AED 1750/-** +VAT 5% per month [subject to change] (inclusive of rent, water and electricity charges) on a twin sharing basis. Once hostel is booked and the student wishes to cancel, the student is liable to pay for the complete academic year
13. Transportation fee, if applicable, is additionally charged as per published fees by Finance Dept, for a minimum period of one month (please refer to additional services fee).
14. Photocopying, Stationary items and other miscellaneous fees are not included in the tuition fee.

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

| | | | |
|------|------------|-----------------------|--|
| DATE | 18/02/2019 | STUDENT/GUARDIAN SIGN | |
|------|------------|-----------------------|--|

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Website: www.skylineuniversity.ac.aeE-mail: Admissions@skylineuniversity.ac.ae**MISCELLANEOUS FEES AND DEPOSITS****2019-2020****SUBJECT TO CHANGE ANNUALLY****PARTICULARS**

| DEPOSIT | AMOUNT | VAT | NET TOTAL | |
|--|--------|--------|-----------|-----------|
| HOSTEL STUDENTS - CAUTION DEPOSIT | 1,000 | 0 | 1,000 | |
| PASSPORT GUARANTEE [REFUNDABLE] | 2,500 | 0 | 2,500 | |
| MISCELLANEOUS FEES | | AMOUNT | VAT | NET TOTAL |
| ANNUAL MEMBERSHIP FEES - ALUMNI / OUTSIDERS | 500 | 25 | 525 | |
| CDD | 350 | 18 | 368 | |
| CDD (URGENT) | 450 | 23 | 473 | |
| CHANGE OF MAJOR - 1ST YEAR - BSIT | 2,100 | 105 | 2,205 | |
| CHANGE OF MAJOR - 2ND YEAR - BSIT | 3,150 | 158 | 3,308 | |
| CHANGE OF MAJOR - 3RD & 4TH YEAR - BSIT | 4,200 | 210 | 4,410 | |
| CHEQUE RETURN CHARGES | 550 | 28 | 578 | |
| CONVOCATION FEES - BSIT | 3,250 | 163 | 3,413 | |
| DUPLICATE BACHELOR CERTIFICATE - BSIT | 1,000 | 50 | 1,050 | |
| DUPLICATE EXAMINATION ENTRY SLIP | 100 | 5 | 105 | |
| ENGLISH CRASH COURSE | 4,200 | 210 | 4,410 | |
| FEE PER COURSE [NON SUC STUDENTS] - BSIT | 5,250 | 263 | 5,513 | |
| FINE - DELAY IN BOOK RETURN [PER DAY] | 5 | 0 | 5 | |
| FINE - OUTSTANDING FEES - AED 50000 ONWARDS | 1,000 | 50 | 1,050 | |
| FINE - OUTSTANDING FEES < AED 5000/- | 50 | 3 | 53 | |
| FINE - OUTSTANDING FEES AED 10001 TO AED 15000 | 100 | 5 | 105 | |
| FINE - OUTSTANDING FEES AED 15001 TO AED 20000 | 150 | 8 | 158 | |
| FINE - OUTSTANDING FEES AED 20001 TO AED 25000 | 200 | 10 | 210 | |
| FINE - OUTSTANDING FEES AED 30001 TO AED 35000 | 400 | 20 | 420 | |
| FINE - OUTSTANDING FEES AED 35001 TO AED 40000 | 500 | 25 | 525 | |
| FINE - OUTSTANDING FEES AED 40001 TO AED 45000 | 700 | 35 | 735 | |
| FINE - OUTSTANDING FEES AED 45001 TO AED 50000 | 900 | 45 | 945 | |
| FINE - OUTSTANDING FEES AED 5001 TO AED 10000 | 75 | 4 | 79 | |
| FINE - SMOKING | 75 | 4 | 79 | |
| FINE - TUITION FEE LATE PAYMENT [PER DAY] | 10 | 1 | 11 | |
| FINE OUTSTANDING FEES AED 25001 TO AED 30000 | 300 | 15 | 315 | |
| HOSTEL FEES - MAY OR JUNE / SEP | 21,000 | 1,050 | 22,050 | |
| HOSTEL FEES - BOYS - 1ST INSTALLMENT | 10,500 | 525 | 11,025 | |
| HOSTEL FEES - GIRLS - 1ST INSTALLMENT | 10,500 | 525 | 11,025 | |
| HOSTEL FEES - JAN BATCH | 14,000 | 700 | 14,700 | |

Bank Details: National Bank of Abu Dhabi

Account No.: 6206491349 Swift Code: NBADAEAA Iban: AE400350000006206491349

Beneficiary: Skyline University College LLC Branch: Sharjah Main Branch, UAE

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| | | | |
|--|--------|-----|--------|
| HOSTEL STUDENTS - CAUTION DEPOSIT | 1,000 | 0 | 1,000 |
| IELTS ACADEMIC & GENERAL TRAINING 3 WEEKS | 5,000 | 250 | 5,250 |
| IELTS BOOK | 1,000 | 50 | 1,050 |
| IELTS EXAM | 1,000 | 50 | 1,050 |
| IESOL 3 WEEKS | 4,000 | 200 | 4,200 |
| IESOL BOOK FEES | 600 | 30 | 630 |
| IESOL EXAM FEES | 1,000 | 50 | 1,050 |
| LETTERS (URGENT) | 175 | 9 | 184 |
| LETTERS (WITHIN 24 HOURS) | 100 | 5 | 105 |
| LOCAL ATTESTATION - SUC (INTERNAL) | 75 | 4 | 79 |
| LOSS / DAMAGE - LOCKER KEY | 75 | 4 | 79 |
| MATHS CRASH COURSE | 3,250 | 163 | 3,413 |
| MEDICAL INSURANCE (4YRS) | 4,500 | 225 | 4,725 |
| MITIGATION REEXAM - BSIT | 850 | 43 | 893 |
| PARKING / SPEEDING FINE | 225 | 11 | 236 |
| PASSPORT GUARANTEE [REFUNDABLE] | 2,500 | 0 | 2,500 |
| PET + IESOL 13 WEEKS | 14,000 | 700 | 14,700 |
| POSTPONEMENT FEES - NEW & CONTINUING STUDENTS | 2,500 | 125 | 2,625 |
| PROVISIONAL CERTIFICATE | 600 | 30 | 630 |
| PROVISIONAL CERTIFICATE (URGENT) | 900 | 45 | 945 |
| RE-ACTIVATION FEES (CONTINUING FEES) | 1,750 | 88 | 1,838 |
| RE-EXAM FEES - BSIT | 900 | 45 | 945 |
| REPEATING COURSE - BSIT | 4,000 | 200 | 4,200 |
| RE-VALUATION FEES | 250 | 13 | 263 |
| SMART LABELS - ADDITIONAL PER CHIP | 600 | 30 | 630 |
| TOASTMASTER MEMBERSHIP FEES | 500 | 25 | 525 |
| TOC APPLICATION FEES - BSIT | 500 | 25 | 525 |
| TOEFL BOOKS | 550 | 28 | 578 |
| TOEFL EXAM FEES | 800 | 40 | 840 |
| TRANSCRIPT - BSIT | 300 | 15 | 315 |
| TRANSCRIPT - BSIT (URGENT) | 450 | 23 | 473 |
| TRANSPORT - UMM SEQUIM / JUMEIRAH / AL SAFA / MIRDIF | 550 | 28 | 578 |
| TRANSPORT FEES - AJMAN AREAS | 500 | 25 | 525 |
| TRANSPORT FEES - DEIRA / BUR DUBAI / KARAMA /SATWA | 525 | 26 | 551 |
| TRANSPORT FEES - EMIRATES HILLS / GREENS / MEADOWS / GARDENS | 750 | 38 | 788 |

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MISCELLANEOUS FEES AND DEPOSITS

2019-2020

SUBJECT TO CHANGE ANNUALLY

PARTICULARS

| | | | |
|---|--------------|------------|--------------|
| TRANSPORT FEES - QUSAIS | 475 | 24 | 499 |
| TRANSPORT FEES - SHARJAH AREAS | 475 | 24 | 499 |
| VISA FEES - 3 YEAR RESIDENCE (INCLUDING HEALTH CARD) | 6,500 | 325 | 6,825 |
| VISA FEES - EMIRATES ID | 525 | 26 | 551 |
| VISA POSTPONEMENT - NEW STUDENTS BEFORE ARRIVAL TO UAE | 2,600 | 130 | 2,730 |
| VISA RENEWAL - WITH HEALTH CARD - 1 YEAR | 3,750 | 188 | 3,938 |

NOTE: Note: Kindly note that any additional courses taken will be charged as per the applicable course fees during that period of time)

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