

Tuition Fee Charging and Refunding Policy 2013/14

New and returning home and EU, full-time undergraduate students and new part-time undergraduate students

1. You will be formally liable for your total tuition fee from the date of enrolment. We recognise, however, that where you have taken out a tuition fee loan, payments will be made by the Student Loan Company on your behalf, shortly after the dates shown below.

Term	Autumn Term	Spring Term	Summer Term
Date	Monday 30 September 2013	Monday 6 January 2014	Monday 28 April 2014
Percentage of fee due	25%	25%	50%

2. Once a term has started, you are liable for the full fee for that term, even if you withdraw or interrupt your course during the term.

3. **Please note:** If you agree to take out a Tuition Fee Loan, but then change your mind, you will be responsible for paying the Loan amount for up to the latest point of liability (first day of each term), back to the Student Loan Company. Please read the terms and conditions of your student funding package for further information. The process is totally independent of the university since it involves your loan agreement with the Student Loan Company.

New and returning home and EU, full-time undergraduate students and new part-time undergraduate students – Paying their own fees

4. Your total tuition fee for 2013/14 will be charged from the date of enrolment. If you have chosen not to take out a tuition fee loan, you should pay your fees in full at the start of term. If you are unable to pay in full you must either set up an agreed instalment plan for the full fee or pay a minimum of 50 per cent by 31 October 2013 and set up an agreed instalment plan for the balance. For details, please contact income@dmu.ac.uk.

5. Once a term has started, you are liable for the full fee for that term, even if you withdraw or interrupt your course during the term.

All home and EU postgraduate students and returning part-time undergraduate students

6. Your total tuition fee for 2013/14 will be charged from the date of enrolment. Instalment payment plans are available, please contact income@dmu.ac.uk for details.

7. Where you withdraw or interrupt your studies during the first term, 25 per cent of the fee will be due for payment irrespective of the date of withdrawal. For withdrawals and interruptions occurring after the Christmas vacation, a pro-rata charge will be levied on a daily basis.

All overseas students

8. Your total tuition fee for 2013/14 will be charged from the date of enrolment. 50 per cent of the fees must be paid by 31 October 2013 and the balance can be paid by instalments. For details, please contact income@dmu.ac.uk.

9. Where you withdraw or interrupt your studies during the first term, 50 per cent of the fee will be due for payment irrespective of the date of withdrawal. For withdrawals and interruptions occurring after the Christmas vacation, a pro-rata charge will be levied on a daily basis.