



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



ESTD 1990

UNDERGRADUATE (FINANCIAL RULES & REGULATIONS) AY 2022-2023

1. All payments against Tuition fees, miscellaneous fees (Refer Under Graduate financial rules and regulations) AY 2022-2023 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months outstanding will be deactivated and if the fees are not cleared before the final examination, student will be withdrawn from the semester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 21000/-** +VAT 5% per year [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.
15. A mandatory re-registration process is required before the commencement of new semester.

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

DATE	14/07/2022	STUDENT/GUARDIAN SIGN	
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**DEPOSIT & SECURITY - UNDERGRADUATE
2022-2023****SUBJECT TO CHANGE ANNUALLY**

PARTICULARS	AMOUNT	VAT	NET TOTAL
HOSTEL STUDENTS - CAUTION DEPOSIT	1,000	0	1,000
VISA DEPOSIT [REFUNDABLE]	7,500	0	7,500

Bank Details: First Abu Dhabi Bank**Account No.: 1661323764347018 Swift Code: NBADAEAA Iban: AE310351661323764347018****Beneficiary: Skyline University College LLC Branch: Sharjah Main Branch, UAE**

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**FINE AND PENALTY - UNDERGRADUATE
2022-2023****SUBJECT TO CHANGE ANNUALLY**

PARTICULARS	AMOUNT	VAT	NET TOTAL
CHEQUE RETURN CHARGES	550	28	578
FINE - DELAY IN BOOK RETURN [PER DAY]	5	0	5
FINE - SMOKING	75	4	79
FINE - TUITION FEE LATE PAYMENT [PER DAY]	10	1	11
LOSS / DAMAGE - LOCKER KEY REPLACEMENT	75	4	79
PARKING / SPEEDING FINE	225	11	236

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2022-2023****SUBJECT TO CHANGE ANNUALLY**

PARTICULARS	AMOUNT	VAT	NET TOTAL
ANNUAL MEMBERSHIP FEES - ALUMNI / OUTSIDERS	500	25	525
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
CONVOCATION FEES - BSIT	3,500	175	3,675
COURSE SYLLABI	350	18	368
COURSE SYLLABI (URGENT)	450	23	473
CREDIT / DEBIT CARD DEFAULT CHARGES	550	28	578
DEACTIVATION	5,000	250	5,250
DUPLICATE BACHELOR CERTIFICATE - BSIT	1,000	50	1,050
DUPLICATE EXAMINATION ENTRY SLIP	100	5	105
ENGLISH PREPARATORY COURSE - 3 WEEKS	3,500	175	3,675
FEE PER COURSE [NON SUC STUDENTS] - BSIT	5,250	263	5,513
HOSTEL FEES - (SUMMER & FALL)	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 - SPRING	14,000	700	14,700
IELTS BOOK	1,000	50	1,050
IELTS EXAM - PAPER BASED	1,076	54	1,130
LETTERS (URGENT)	175	9	184
LETTERS (WITHIN 24 HOURS)	100	5	105
LOCAL ATTESTATION - SUC (INTERNAL)	75	4	79
MATHS CRASH COURSE	3,250	163	3,413
MEDICAL INSURANCE (1YR)	1,125	56	1,181
MITIGATION REEXAM - BSIT	900	45	945
ENGLISH CRASH COURSE - 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	4,100	205	4,305
RE-VALUATION FEES	250	13	263

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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)	400	20	420
TRANSPORT - UMM SEQUIM / JUMEIRAH / AL SAFA / MIRDIF	550	0	550
TRANSPORT FEES - AJMAN AREAS	500	0	500
TRANSPORT FEES - DEIRA / BUR DUBAI / KARAMA /SATWA	525	0	525
TRANSPORT FEES - EMIRATES HILLS / GREENS / MEADOWS / GARDENS	750	0	750
TRANSPORT FEES - QUSAIS	475	0	475
TRANSPORT FEES - SHARJAH AREAS	475	0	475
VISA FEES - 1 YEAR RESIDENCE	2,500	125	2,625
VISA FEES - EMIRATES ID	525	26	551
VISA POSTPONEMENT - NEW STUDENTS BEFORE ARRIVAL TO UAE	2,500	125	2,625
VISA RENEWAL - 1 YEAR	2,500	125	2,625

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2022-2023****SUBJECT TO CHANGE ANNUALLY**

PARTICULARS	AMOUNT	VAT	NET TOTAL
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 25001 TO AED 30000	300	15	315
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

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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