



Decision

Attending: Agneta Ljung Djärf, Assistant Vice-chancellor, decision-maker
Tommy Bothin, Administrative Manager
Harald Persson, Students' Union
Birgitta Munkhagen

Local guidelines for payment of tuition fees

General

In accordance with the Ordinance on application fees and tuition fees at higher education institutions (2010:543), Kristianstad University charges tuition fees for individuals who are not citizens of a state within the EEA or Switzerland (third country citizens).

Amount of fees

The amount of the tuition fees for each individual course at basic level or advanced level is determined based on the principle of full cost coverage and is announced in accordance with the Vice-chancellor's decision Tuition fees at Kristianstad University for certain international students with Docket number 2015-1121-202.

The student must pay the tuition fees applicable when the student started studying provided that the studies are conducted at a nominal pace without interruption.

Students who applied for and are granted a study break are entitled to continue the course after the end of the break with the same level of fees as when the course started, or, if the fee is lower at the end of the study break, at the then current fee level.

Payment of application fees

A student who has been granted an exemption does not need to pay the application fee when the student takes up his/her place.

Payment of tuition fees

To start a course at the University, the payment obligation must be fulfilled. The University decides when the payment obligation has been fulfilled.

The tuition fee is paid each term and in advance, unless otherwise decided, and relates to the number of credits. According to Article 8 of the Ordinance on application fees and tuition fees at higher education institutions (2010:543), the first instalment must not be less than the tuition fees for the first 30 credits of the course.

For students who have paid the tuition fees and who are then granted an exemption, the student fees are transferred to the term when the course is resumed.

The fee payer must pay their own bank fees. If the paid amount falls short of the tuition fees by SEK 100 or more, the student must pay the remainder of the fee either in connection with the next payment for the next term, or separately if the student has been admitted for one term only.

If the paid amount exceeds the tuition fees by SEK 100, this amount will be reimbursed to the student either as a deduction of amounts payable for the next term or separately to the student directly if the student will not be invoiced for the next term.

Payment of tuition fees must be received by 15 June before the start of the autumn term and by 15 December before the start of the spring term. For students admitted after the start of the term, payment must be made in accordance with the invoice.

The student is responsible for providing Kristianstad University with a correct address/e-mail address.

Consequences in case of failure to pay for continuing students

If no payment is made within the period determined by the University, the University must remind the student about paying the fee within a certain period of time. If the fee is not paid within the period specified in the reminder, the University shall, in accordance with Article 10 of the Ordinance on application fees and tuition fees at higher education institutions (2010:543), decide to suspend the student during the course until the fees have been paid. The student must be informed about this in the reminder. A decision regarding suspension is made by the Administrative Manager. Decisions are valid until further notice and can only cease to be valid in one of the following ways:

1. If the student starts to pay the fees
2. If the decision-maker, following a request for a review/appeal or at his/her own initiative, reviews the decision and concludes that the suspension decision is incorrect.
3. If the Board of Appeal for Education (ÖNH), following an appeal, decides that the decision is incorrect.
4. If the student has given notice that the student has requested and been granted a study break or the student otherwise explains her/his intention to not participate in the course for which the student failed to make timely payment.

Suspended students are responsible for catching up what the student missed because of the suspension. No additional teaching is offered.

Kristianstad University will notify the Swedish Migration Agency of decisions regarding suspension of students.

Appeals

A decision to suspend a student who has failed to pay tuition fees may be appealed to the Board of Appeal for Education for the university. Information on how to appeal must be enclosed with the decision. No other decisions according to these regulations can be appealed.

Exemption from tuition fees

The following categories of applicants are exempted from tuition fees for all courses they have been admitted to/granted a waiting list number, if, when the application is submitted, the following conditions are fulfilled:

1. The student is a citizen in a state covered by the EEA Agreement or Switzerland.
2. The student has the following types of residence permit/right:
 - a. The student is a family member of a citizen in an EEA state and has a right of residence or permanent residence permit in Sweden according to Chapter 3 a Art. 4 or 7 of the Aliens Act (2005:716)
 - b. The student is a family member of a Swiss citizen and has a residence permit in Sweden according to Chapter 4 Art. 16 of the Aliens Ordinance (2006:97).
 - c. The student has a permanent residence permit in Sweden.
 - d. The student has a limited residence permit in Sweden, for reasons other than studies.
 - e. The student is a long-term resident in Sweden according to Chapter 5 a of the Aliens Act.
 - f. The student is a long-term resident in another state within the European Union and has a residence permit in Sweden according to Chapter 4, Art. 9 of the Aliens Ordinance.
3. The student is a student at a foreign university but is completing a limited part of his/her education at a Swedish university in the framework of an exchange agreement providing that no tuition fees are charged by the recipient university.
4. The student is studying in the framework of an exchange programme for which no tuition fees are charged, according to a government decision.

Applicants who fulfil the conditions for exemption of tuition fees only long after the application was made will be exempted from tuition fees in NyA (the national admission system) as long as the final selection has not been made. In order for a student to be exempted from tuition fees at Kristianstad University after the final selection is made in NyA, the student must prove [the right to an exemption] with the required documentation, however no later than on the last date of payment for the tuition fees before the start of each term.

Interpretations and applications of the regulations

The Swedish Migration Agency assesses and interprets whether the applicant has the correct grounds for a residence permit/residence right, and is thus exempted from tuition fees, i.e., a decision granting the applicant a residence permit/residence right, and if so what type, can only be made by the Migration Agency.

Art. 5 of the Ordinance stipulates that tuition fees shall not be charged to third country citizens who are referred to in Art. 2, second paragraph, 1-8 of the Ordinance. If the student, after a certain period of residence in Sweden, changes status and is covered by any of items 1-8, he/she will thus be exempted from tuition fees the term following the date when the status changed.

Students who participate in exchange programmes at Kristianstad University must pay tuition fees to Kristianstad University also during the exchange period.

Students who have paid tuition fees for a term and cannot subsequently be registered because of failure to meet entry requirements can either apply for a reimbursement of the tuition fees or deposit the fees until the student qualifies and can be registered.

Reimbursements

Reimbursement applications are processed by the Council for Study Administration and Student Support at Kristianstad University, except reimbursement matters where the reason for the reimbursement is rejection of an application for a residence permit in Sweden. In this case, the matter is dealt with by a study administration case-handler. Decisions regarding reimbursement of tuition fees are made by the Administrative Manager.

If the reimbursement is granted, Kristianstad University charges a fee of SEK 5,000. The reimbursement is paid, in the first instance, to the same account from which the payment was originally made. This applies regardless of whether the student has made the payment from his/her own account or via another account holder.

Reimbursement of tuition fees is only made if the University determines that the student is prevented from participating in the course for special reasons, for example in case of a rejection of a residence permit application.

The following does not entitle a student for reimbursement:

- Suspension of studies in accordance with Chapter 10 of the Higher Education Ordinance (1993:100),
- Separation from course in accordance with Ordinance on separation of students in university education (1987:915)
- Suspension because of failure to pay or late payment of tuition fees,
- Failure to register,
- Study breaks,
- Illness of person other than the applicant,
- Death other than death of spouse, parent, child
- The student's residence permit is cancelled

- The student was admitted on false credentials, and accordingly the admission decision is cancelled.

Reimbursement of tuition fees received after the last date of payment is only made if there are special reasons. For payments made after the last date of payment, a rejection of a visa application is not a special reason.

Kristianstad University will notify the Swedish Migration Agency of decisions regarding reimbursements.

Credits

A student who receives credits for courses in programmes based on previous studies may receive compensation for this by way of reimbursement after the last term or by reduction of the tuition fee for the last term. Applications for this type of compensation must be submitted to the Manager of the Student Service Department. The Manager of the Faculty Support Department decides in these cases, following a report by the case-handler.

Applicable regulations

The regulations based on which application and tuition fees are managed are:

1. Ordinance on application fees and tuition fees at higher education institutions (2010:543),
2. Higher Education Ordinance (1993:100),
3. Ordinance on Reporting of Higher Education Studies at Universities (1993:1153)
4. Ordinance for the Swedish University of Agricultural Sciences (1993:221)
5. Ordinance for the Swedish Defence University (2007:1164)

See <http://www.lagrummet.se/rattsinformation/forfattningar>

Decision

The Vice-chancellor decides to confirm the revised local guidelines for payment of tuition fees as set out above.

Agneta Ljung Djärf decided on this matter and Tommy Bothin acted as Rapporteur.

Adjusted

[signature]

Agneta Ljung Djärf

cc:

Josefin Järletoft

Intranet