



École de  
Management  
Appliqué

# Tuition Fee Refund and Compensation Policy

We have developed our Refund Policy with the principle of fairness in mind. We aim to refund as much of the tuition fee as possible, withholding only costs and losses incurred by us.

## Refunds available in the first year of your programme:

Recruitment Cycle	Timeframe	Action
Before the course starts	Within 15 days of receiving the payment	Full refund less bank charges
	At least 31 days prior to the course	Partial refund - the year's fee less an administrative charge of 10% of the deposit
	Less than 31 days before the start of the course	No refund
Visa stage - Visa granted	N/A	No refund
Visa stage - Visa refused*	N/A	Full refund less bank charges
After the course starts	N/A	No refund

\*In case a visa application is refused due to the submission of fraudulent documentation, the student will not be eligible for a refund.

## Refunds available in the second and subsequent years of your programme:

Before the payment due date	Full refund of the year's fee, less bank charges
Before the start of Term 2	Partial refund - 75% of the year's fee
Before the start of Term 3	Partial refund - 50% of the year's fee
After the start of Term 3	No refund

International refunds may take up to 30 days to be reflected in the student's bank account.