

TUNG WAH COLLEGE

Important Notes about Fees and Charges for New Students

1. Tuition Fees

Tuition fees are normally charged by two instalments per annum and are payable before the commencement of each semester. As stipulated in the Student Handbook, all fees paid are non-refundable and non-transferrable. The tuition fees for different programmes are listed in “*Tuition Fee for 2020/2021 Cohort*” and published in the College’s website at https://www.twc.edu.hk/en/Administration_Units/fo/our_service/student-area/fees-charges-hans.

2. Other Charges

All other charges are subject to annual review and shall be revised upon approval by the Management Board. The other charges for the coming academic year are published in the College’s website at https://www.twc.edu.hk/en/Administration_Units/fo/our_service/student-area/fees-charges-hans.

3. Fees Regulation

Students should refer to the *Fees Regulation* for details of tuition fee arrangements. The Fees Regulation is published in the College’s website at https://www.twc.edu.hk/en/Administration_Units/fo/our_service/student-area/fees-regulation.

4. Payment Schedule

Students are required to settle the tuition fees in full by the payment due date. Students should check the payment schedule for the payment due date for each semester in the College’s website at https://www.twc.edu.hk/en/Administration_Units/fo/our_service/student-area/payment-schedule-hant. For reference, *Annex A* shows the payment schedule for 2020/2021 academic year.

5. Application for Deferral of Tuition Fee Payment

If students have financial difficulties in settlement of the tuition fees by the payment due date, they may apply for deferral of tuition fee payments. Except for the first instalment of tuition fees, students can submit their applications for deferral of tuition fee payments online at <https://twcweb.twc.edu.hk/DeferralOfPayment/Login.aspx>.

6. Student Payment System

Students can check their billing records, outstanding fees and payment history in the Student Payment System. The system can be accessed at <https://twcweb.twc.edu.hk/TWCSF/Login.aspx>.

7. Collection of Bank Account Information for Refund and Payments from the College

The College may arrange fee refund, scholarship and other payments to students according to the policies and regulations of the College, where appropriate. Such refund and payments are normally arranged through the College’s bank autopay service. Students are required to update their local bank account information via the PowerCAMPUS Self-Service for this purpose for the use of the Finance Office.

Tuition Fee Payment Schedule for 2020/2021 Academic Year

Semester	Tuition Fee	Email Notification to Students	Payment Due Date
Semester 1	Tuition fee ⁽¹⁾ for new students	NIL	At programme registration
	Tuition fee ⁽²⁾ for current students	3 July 2020 (Friday)	12 Aug 2020 (Wednesday)
	Retake/additional fees ⁽³⁾ ; and Tuition fee for students in the extended study period ⁽⁴⁾	6 Oct 2020 (Tuesday)	20 Oct 2020 (Tuesday)
Semester 2	Tuition fee ⁽²⁾ for all students	21 Dec 2020 (Monday)	11 Jan 2021 (Monday)
	Retake/additional fees ⁽³⁾ ; and Tuition fee for students in the extended study period ⁽⁴⁾	17 Feb 2021 (Wednesday)	3 Mar 2021 (Wednesday)
Semester 3	Retake/additional fees ⁽³⁾ ; and Tuition fee for students in the extended study period ⁽⁴⁾	23 Jun 2021 (Wednesday)	7 Jul 2021 (Wednesday)

Remarks:

- (1) Tuition fees are normally charged by two instalments per annum and are payable before the commencement of each semester.
- (2) New students are required to settle the balance of the tuition fees for the first semester (i.e. after deducting deposits) upon programme registration in August. The \$5,000 deposit paid for accepting the programme offers will be converted to form part of the first semester tuition fee.
- (3) Students may be required to pay additional fees apart from the two instalments of tuition fees per annum. After the add/drop period, students will be notified via the College's email about the fees to be charged for the retake/additional courses.
- (4) Students may be required to pay tuition fees or extension fees in their extended study period. Please refer to the Fees Regulation for details at "https://www.twc.edu.hk/en/Administration_Units/fo/our_service/student-area".
- (5) All fees paid are non-refundable and non-transferable.
- (6) A student will be considered as unofficially withdrawn from study if he/she fails to settle the tuition fee by the payment due date without prior approval. Consequently, he/she is not allowed to take any assessment since his/her student status has been removed.
- (7) Students will receive an **email** notification in their College's email account. Students could check their fee statement via the Student Payment System after the date of email notification.
- (8) If students have financial difficulties in settling the tuition fees by the payment due date, they may apply to defer tuition fee payments.
- (9) The Fees Regulation and Tuition Fees Table are published in the College's website at "https://www.twc.edu.hk/en/Administration_Units/fo/our_service/student-area".
- (10) For enquiry, please contact the Finance Office with details below.

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 Office Hours: 9:00 a.m. to 5:30 p.m., Monday to Friday
 (Closed on Saturday, Sunday and public holidays)