

## Conditions regarding tuition fees and scholarships at Blekinge Institute of Technology

**Type of document:** Rule (translation)

**Decided by:** Vice-Chancellor

**Decision date:** 29 January 2024

**Reg. no.:** BTH-4.5.6 -0301-2024, R011/24

### Description

This is a translation of the terms and conditions in Swedish established by the Vice-Chancellor of Blekinge Institute of Technology and replace the conditions from 2023-01-24 (R009/23).

This document governs the terms and conditions relating to the payment and reimbursement of tuition fees at BTH. The document also regulates the conditions for BTH scholarships for fee reduction. The terms and conditions apply to students admitted after, and to scholarships decided after, the date of approval of this document.



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## Terms of payment

1. Admission to BTH is conditional until the tuition fee is paid. The person liable for tuition fees is only admitted once the tuition fee has been paid.
2. The amount of the tuition fee is determined by the Vice-Chancellor's decision, and the fee that applies at the start of studies will apply to the nominal study time of the entire programme.
3. The tuition fee must be paid in advance, no later than the dates set by BTH. If the payment is not received by the date BTH has determined, the conditional admission will be withdrawn, and the person loses his/her place on the education.
4. When a student who during ongoing studies has not paid the tuition fee within the specified time, the university must remind the student to pay the fee within a certain time. If the fee is not paid within the time specified in the reminder, the university shall suspend the student from the education until the fee has been paid. The student must be informed of this in the reminder.
5. A decision on suspension means that the student may not participate in teaching, exams, or other activities within the framework of the education at the university, which also includes re-registration. The university may also in an individual case decide that diplomas and course certificates may not be handed out until the fee has been paid.
6. A decision to suspend a student who has not paid the tuition fee is immediately effective.
7. The suspension is lifted only when all outstanding tuition fees have been paid, i.e., the fee for the semesters included in the nominal study period and when the student has been suspended due to non-payment of tuition fees.
8. Students who have not completed their courses within the nominal study period may complete the courses later without an additional tuition fee if there is a possibility of re-registration.
9. Students who are studying at BTH and carry out exchange studies under BTH's direction must pay the tuition fee to BTH also during the exchange study period.

10. When changing programme within BTH, the student must pay a tuition fee for any additional courses required for a degree from the new programme.
11. The tuition fee covers the costs of teaching and academic and administrative support activities.
12. If the student's status changes regarding the fee obligation, the student must notify the change to the university with documents proving the change. Changed status does not affect the tuition fee retroactively, nor does it affect the tuition fee for the semester in which a decision to change status has been made.
13. A student that is not required to pay tuition fee at the time of admission to a course or programme will not have to pay tuition fee for the duration of the course or programme that the student was admitted to.
14. A student at BTH who is granted crediting of previous studies may request a reduction of fees. The reduction is equivalent to the tuition fee calculated for the number of credits that are credited. The reduction is made on the student's fee for the last semester of the education. A reduction will never exceed the amount of the tuition fee for 15 credits.

## **Deferment and study break**

15. For an admitted fee obliged student to be able to apply for a deferment of study, the tuition fee must be paid. When the student begins the education upon re-enrolment after the end of the deferment period, the tuition fee shown in the student's acceptance letter applies.
16. An admitted fee obliged student who has applied for and been granted a study break must, at the end of the study break, pay the tuition fee shown in the student's acceptance letter.
17. Students who resume their studies after a granted study break, where the status of fee obligation has changed, must notify the university of this change before resuming their studies.

## Terms of reimbursement of tuition fee

18. It is the responsibility of the student to apply for a refund and to submit documents to validate the reason refund should be granted.
19. Refunds of tuition fees already paid for upcoming courses may be made if special grounds apply. For example:
  - a) An application for a residence permit is rejected by the Swedish Migration Agency regarding campus-based education.
  - b) BTH decides to cancel the education to which the tuition fee applies.
  - c) The student is conditionally admitted and is unqualified for admission at the start of the semester.
  - d) The student has terminated program and courses in Ladok before the start of the semester and is applying to revoke their residence permit, and the decision to revoke the residence permit for studies has been made by the Swedish Migration Agency.
20. In case of a refund the following applies:
  - a) The refund is made to the same bank, account number/card number and payee from which the payment was received.
  - b) Any bank charges will be deducted from the amount refunded.
  - c) No interest is paid on the amounts refunded.
  - d) All refunds are made in Swedish krona, SEK.
21. BTH notifies the Migration Agency when a tuition fee refund is made.
22. No refund of tuition fees paid is made at:
  - a) Separation or suspension due to disciplinary action,
  - b) Interruption of studies or study break, or
  - c) Changed status, e.g., citizenship, after the start of the semester for which the fee applies.
  - d) Withdrawn admission due to fraudulent documentation.
  - e) Courses credited by BTH.
23. If BTH suspects any fraud, like money laundry, a tuition fee refund cannot be made.

## Scholarship conditions for BTH scholarships

24. The scholarship is not paid to the student but is deducted from the tuition fee.
25. The scholarship offer is valid only in the year and the education specified in the scholarship announcement. If the student is granted a deferral with the start of the study to the next academic year, the scholarship offer does not apply.
26. The student who is offered a scholarship must confirm to BTH that they wish to receive the scholarship, no later than the specified date, for the offer to apply.
27. When changing educational program, the scholarship decision is reconsidered.
28. A scholarship holder who is granted a study break retains his/her scholarship dormant during the period of the granted study break.
29. A scholarship holder who is suspended from studies due to unpaid tuition fees lose the scholarship. The scholarship is withdrawn from the semester when the student is suspended at the point of suspension.
30. The scholarship holder must have at least 75% of the previous studies in the scholarship-eligible education approved to receive a continued scholarship for the next academic year. Only study results reported within 4 weeks after the end of the semester of the current academic year may be included.
31. If the scholarship offer only covers part of the tuition fee, the student must pay the remaining part of the tuition fee no later than the specified date. Should the payment not reach BTH before that date, the scholarship holder loses the scholarship.