

## MISCELLANEOUS FEES POLICY

Miscellaneous Fees are normally collected on an ad-hoc basis by the when the need arises. All fees are inclusive of 9% GST.

Programme	Purpose of Fees	Amount (Include GST) (\$\$)
Level 2	Application Fees	\$54.5 (PT); \$109 (FT)
Level 3, 4 & 5	Application Fees	\$109 (PT); \$218 (FT)
Level 6 & 7	Application Fees	\$272.50
Level 2, 3, 4 & 5	Course Transfer	\$109.00
Level 6 & 7	Course Transfer	\$218.00
Level 2, 3, 4 & 5	Deferment of Study	\$218.00
Level 6 & 7	Deferment of Study	\$327.00
ALL LEVELS	Appeal of Examination Results	\$218.00
Level 2	Material Fees	\$54.50
Level 3 & 4	Material Fees	\$163.50
Level 5	Material Fees	\$218.00
HD, Level 6 & 7	Material Fees	\$436.00
ALL LEVELS	Late Payment Interest	4% per month
Level 2, 3, 4 & 5	Reassessment for Assignment /Examination (2 <sup>nd</sup> Attempt)	\$545.00 per module
Level 6 & 7	Reassessment for Assignment /Examination (2 <sup>nd</sup> Attempt)	\$654.00 per module
Level 6	Reassessment of Honour Research Project (2nd Attempt)	\$6,540.00
Level 7	Reassessment of Master Individual Project (2nd Attempt)	\$6,540.00
Level 2, 3, 4 & 5	Re-module (3 <sup>rd</sup> Attempt)	\$872.00
Level 3, 4 & 5	Re-module for Industry Project / Industry Attachment	\$1,090.00
ALL LEVELS	Additional FPS (for re-module or extension of course duration)	5% of course fee, subject to a minimal fee of \$65.40 (9% GST)
ALL LEVELS	A Replacement of Lost Student Card	\$21.80
Level 2, 3, 4 5	A Replacement of Certificate	\$545.00 per copy
Level 2, 3, 4 & 5	A Replacement of Transcript	\$545.00 per copy
ALL LEVELS	Reprint of Certificate	\$21.80 per copy
ALL LEVELS	Reprint of Transcript	\$21.80 per copy
Level 6 & 7	Replacement of Transcript/ Certificate	Requests for replacement award/ degree certificates/ transcripts must be made through the University's Academic Service Department at <a href="https://www.bcu.ac.uk/alumni/keep-intouch/contact-use/certificates-and-transcripts">https://www.bcu.ac.uk/alumni/keep-intouch/contact-use/certificates-and-transcripts</a> Email: <a href="mailto:certificates@bcu.ac.uk">certificates@bcu.ac.uk</a> Telephone: +44(0)1213317777
ALL LEVELS	Course Completion Letter	\$21.80 per letter
ALL LEVELS	Confirm Enrolment Letter	\$21.80 per letter
ALL LEVELS	Certification Letter	\$21.80 per letter
ALL LEVELS	Verification of Award Letter	\$21.80 per letter
ALL LEVELS	National Service/ Reservist Deferment Letter	\$21.80 per letter



Programme	Purpose of Fees	Amount (Include GST) (\$\$)
ALL LEVELS	Other Official Request Letter (e.g. Letter of Good Standing, Letter for Document Authentication, etc)	\$21.80 per letter
ALL LEVELS	Certified True Copy for each Certificate/ Transcript	\$5.00 per page
ALL LEVELS	Change of Payment Plan Administration Fees	\$76.30
ALL LEVELS	Reprint Official Letter	\$21.80 per print
ALL LEVELS	Reprint Tax Invoice/ Receipt	\$21.80 per print
ALL LEVELS	Administration charge for late collection of certificates (collection after 1 year from result release date)	\$218.00
ALL LEVELS	Credential Evaluation Fees	\$327.00
ALL LEVELS	*Medical Insurance	\$109.00
Level 2	**International Students Admin Fees	\$54.50
Level 3 & 4	**International Students Admin Fees	\$163.50
HD, Level 5, 6 & 7	**International Students Admin Fees	\$218.00
ALL LEVELS	**Administrative Fees for Student Pass Application	\$87.20
ALL LEVELS	** ICA Application Processing Fees (Per Application)	\$30.00
ALL LEVELS	** ICA Issuance Student Pass Application Fees	\$60.00 or \$90.00 as stated in the In-Principle Approval letter from ICA
ALL LEVELS	** ICA Student Pass Renewal Application Processing Fees	\$30.00
ALL LEVELS	**Administrative Fees for Renewal of Student Pass Application	\$21.80
ALL LEVELS	Email certificate/transcripts verification	\$21.80

\* Applicable to Full Time International and Local Students; \*\* Applicable to Full Time International Students

Note:

- Level 2 – Certificate Programmes awarded by GSTM
- Level 3 – Diploma (Specialized) Programmes awarded by GSTM
- Level 4 – Specialist Diploma Programmes awarded by GSTM
- Level 5 – Advanced Diploma Programmes awarded by GSTM
- HD – Higher Diploma Programmes (Combination of Level 4 &5) awarded by GSTM
- Level 6 – BSc (Hons) Top Up Degree Programmes / BEng (Hons) Top Up Degree Programmes awarded by BCU
- Level 7 – Postgraduate Programmes awarded by BCU
- FT - Full Time Local Students and International Students
- PT - Part Time Students

**Fees are subject to annual review. The GSTM reserves the right to amend previously announced fees, if necessary.**

## **PAYMENT METHODS**

GSTM provides student with various convenient modes of payment. Payment of course and miscellaneous fees could be made in the form of:

1. Cash / NETS/ PayNow
2. Crossed Cheque, payable to “Global School of Technology & Management Pte. Ltd”
3. Credit Card (Visa/ MasterCard)
4. Bank Transfer to GSTM (DBS Current Account: 001-906006-0)

## **BANK ACCOUNT DETAILS**

**Account Name:** Global School of Technology & Management Pte Ltd Bank

**Name:** DBS Bank

**Bank Account No.:** 001-906006-0 (Singapore Dollar account)

**Bank Address:** DBS Buona Vista Branch, Block 43 Holland Drive #01-53/59, Singapore 270043

**SWIFT Code:** DBSSSGSG