

# Northrise University

Academic Year 2020  
Fees Schedule and Refund Policy



Revised 2019  
Version A

Accounts Office



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Academic Year 2020 Fees Schedule & Refund Policy

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# Northrise University Academic Year (AY) 2020 Fees Schedule

## Preamble:

Traditionally, the Northrise University tuition model has been based on a students’ discipline of study. From Academic Year (AY) 2020 onwards, tuition fees will primarily depend on the components of a given Course regardless of the faculty in which the Course is being offered. Courses will be generally categorized as classroom based (CLS), laboratory (LAB) based, clinically based (CLN), seminars (SEM), and research (RSC) based. The fees in this document apply to DAY, CPS, and DEL, for both Local and International students.

- **Local students** are Zambian nationals and nationals from SADC Member States.
- **International students** are all students from non-SADC Member states and countries.

### Preamble Notes:

- **All Fees in this document are quoted in Zambian Kwacha (ZMW).** Therefore, International students must see the currency section to correctly convert from Dollar to Kwacha before remitting any fees to Northrise University.
- **International students from SADC member states pay Zambian (Local) Fees.**
- **Fees with an asterisk (\*) are considered variable fees, implying that students may be requested to pay more or less depending on the market costs of the items in question.**
- **See Appendix Section for full description of the Fee.**

## Tuition Fees:

↔ Compulsory fees for all students that are enrolled into any course/subject.

Postgraduate Tuition Fees			
Fee Category	Local (Zambian & SADC) Students	International (Non-Zambian & Non-SADC) Students	Refundable? (Conditions Apply)
<b>Center for Professional Studies (Evening) Programs</b>			
Classroom-based Courses	3,450.00 per 3 Credit Course	4,715.00 per 3 Credit Course	Yes
Laboratory-based Courses	3,565.00 per 3 Credit Course	4,830.00 per 3 Credit Course	Yes
Clinically-based Courses	3,680.00 per 3 Credit Course	4,945.00 per 3 Credit Course	Yes
Class and clinically based Courses	3,565.00 per 3 Credit Course	4,830.00 per 3 Credit Course	Yes
Research Courses	6,900.00 per 3 Credit Course	9,430.00 per 3 Credit Course	Yes
Seminars	750.00 per 1 Credit Seminar	1000.00 per 1 Credit Course	Yes
<b>Distance E-Learning (DEL) Programs</b>			
Classroom-based Courses	2,875.00 per 3 Credit Course	4,025.00 per 3 Credit Course	Yes
Laboratory-based Courses	2,990.00 per 3 Credit Course	4,140.00 per 3 Credit Course	Yes
Clinically-based Courses	3,105.00 per 3 Credit Course	4,255.00 per 3 Credit Course	Yes
Class and clinically based cCourses	2,990.00 per 3 Credit Course	4,140.00 per 3 Credit Course	Yes
Research Courses	5,750.00 per 6 Credit Course	8,050.00 per 6 Credit Course	Yes
Seminar Courses	750.00 per 1 Credit Seminar	1000.00 per 1 Credit Seminar	Yes



<b>Undergraduate Tuition Fees</b>			
<b>Fee Category</b>	<b>Local (Zambian &amp; SADC) Students</b>	<b>International (Non-Zambian &amp; Non-SADC) Students</b>	<b>Refundable? (Conditions Apply)</b>
<b>DAY Programs</b>			
Classroom-based Courses	1,610.00 per 3 Credit Course	2,691.00 per 3 Credit Course	Yes
Laboratory-based Courses	1,725.00 per 3 Credit Course	2,806.00 per 3 Credit Course	Yes
Clinically-based Courses	1,840.00 per 3 Credit Course	2,921.00 per 3 Credit Course	Yes
Class and clinically based Courses	1,725.00 per 3 Credit Course	2,806.00 per 3 Credit Course	Yes
Research Courses	3,220.00 per 3 Credit Course	5,382.00 per 3 Credit Course	Yes
Seminar Courses	500.00 per 1 Credit Seminar	700.00 per 1 Credit Seminar	Yes
<b>Center for Professional Studies (Evening) Programs</b>			
Classroom-based Courses	1,495.00 per 3 Credit Course	2,472.00.00 per 3 Credit Course	Yes
Laboratory-based Courses	1,610.00 per 3 Credit Course	2,587.00 per 3 Credit Course	Yes
Clinically-based Courses	1,725.00 per 3 Credit Course	2,702.00 per 3 Credit Course	Yes
Class and clinical based Courses	1,610.00 per 3 Credit Course	2,587.00 per 3 Credit Course	Yes
Research Courses	2,990.00 per 6 Credit Course	4,944.00 per 6 Credit Course	Yes
Seminar	500.00 per 1 Credit Seminar	700.00 per 1 Credit Seminar	Yes
<b>Distance E-Learning (DEL) Programs</b>			
Classroom-based Courses	1,265.00 per 3 Credit Course	2,093.00 per 3 Credit Course	Yes
Laboratory-based Courses	1,380.00 per 3 Credit Course	2,208.00 per 3 Credit Course	Yes
Clinically-based Courses	1,495.00 per 3 Credit Course	2,323.00 per 3 Credit Course	Yes
Class and clinically based Courses	1,380.00 per 3 Credit Course	2,208.00 per 3 Credit Course	Yes
Research Courses	2,530.00 per 6 Credit Course	4,186.00 per 6 Credit Course	Yes
Seminar Courses	500.00 per 1 Credit Seminar	700.00 per 1 Credit Seminar	Yes



## Mandatory Fees:

↔ Compulsory and non-refundable service fees applicable to all students. Unless explicitly stated, all fees apply for each Registration Period.

Mandatory Fees			
Fee Category	Local (Zambian & SADC) Students	International (Non-Zambian & Non-SADC) Students	Refundable? (Conditions Apply)
<b>DAY; CPS &amp; DEL</b>			
Undergraduate Examination Fee	50.00 per Course	50.00 per Course	No
Postgraduate Examination Fee	100 per Course	100 per Course	No
Library Fee	50.00	50.00	No
ICT Services Fee	100.00	100.00	No
Student Council Fee	100.00	100.00	No
Registration Fee	64.00	64.00	No
Late Registration Fee	500.00	650.00	No
Transport Fee (See Note below)	115.00 per Applicable Course	115.00 per Course	No
Grade 12 Results Verification Fee	100.00 Once-Off	100.00 Once-off Where Applicable	No

### Note:

By their nature, some courses will require transport as a mandatory component. Therefore, for each course that has a transport component, a transport fee specific to that course will be added to your Mandatory Fees.

Additional Mandatory Fees for All Nursing Students				
Fee Category	Local (Zambian & SADC) Students	International (Non-Zambian & Non-SADC) Students	Year & Semester Fee Applies	Refundable? (Conditions Apply)
Medical Checkup Fee	100.00 Once-off	100.00 Once-off	Y1 (S1)	No
Lab Coat Fee (Branded)*	150.00 Once-off	150.00 Once-off	Y1 (S1)	No
Uniform Fee (2 Sets)*	590.00 (Male)	590.00 (Male)	Y2 (S1)	No
	460.00 (Female)	460.00 (Female)	Y2 (S1)	No
GNC Indexing Fee	364.00 Once-off	364.00 Once-off	Y2 (S1)	No
Health Insurance Fee	TBD per Year	TBD per Year	Y1 – Y4	No
Clinical Placement Fee	200.00 per Attachment	200.00 per Attachment	Y2 (S2); Y3 (S2); Y4 (S2)	No
Practical Exam Fee	TBD	TBD	Y2 (S2); Y3 (S2); Y4 (S2)	No
Rural/PHC Attachment Fee	150.00 Once-off	150.00 once-off	Y3 (S1)	No
GNC Qualifying Exam Fee	TBD Once-off	TBD Once-off	Y4	No
Manuals*	TBD Once-off	TBD Once-off	Y2 (S2)	No
First Aid Fee	TBD Once off	TBD Once-off	Y2 (S1)	No



## Other Fees:

↔ Optional fees that a student may incur upon requesting a particular service:

Examination Services Fees			
Fee Category	Local (Zambian & SADC) Students	International (Non-Zambian & Non-SADC) Students	Refundable? (Conditions Apply)
<b>Other Exam Related Request Fees</b>			
Examination Appeal Fee	200.00 per Course	300.00 per Course	No
Exam Resit Fee	200.00 per Course	300.00 per Course	No
Exam Reschedule Fee	200.00 per Exam	300.00 per Exam	Yes
Missed Exam	300.00 per Exam	300.00 per Exam	No
Course Test Out Fee	100.00 per Course	150.00 per Course	No
Service Learning Test Out Resit Fee	200.00 per Course	300.00 per Course	No

Lodging (Accommodation) Fees			
Fee Category	Local (Zambian & SADC) Students	International (Non-Zambian & Non-SADC) Students	Refundable? (Conditions Apply)
<b>DAY Students – Semester Accommodation - (Includes Meals: Breakfast, Lunch and Dinner)</b>			
16 Weeks Student Dormitory Lodging Fee	6,325.00 per Semester	10,265.00 per Semester	Yes
20 Weeks Student Dormitory Lodging Fee	6,825.00 per Semester	11,077.50 Semester	Yes
<b>DEL Students – Residential School (RS) Accommodation</b>			
<b>OAM1</b> (Orientation RS - Accommodation with All Meals – Breakfast, lunch, dinner)	395.00	641.00	Yes
<b>OAM2</b> (Orientation RS - Accommodation with one Meal - lunch)	275.00	446.00	Yes
<b>OAM3</b> (Orientation RS - Accommodation only)	225.00	365.00	Yes
<b>RAM1</b> (Exam RS - Accommodation with All Meals – Breakfast, lunch, dinner)	1935.00	3140.0	Yes
<b>RAM2</b> (Exam RS - Accommodation with one Meal - lunch)	1400.00	2272.00	Yes
<b>RAM3</b> (Exam RS - Accommodation only)	1050.00	1704.00	Yes
Cautionary Fee	50.00 per Semester	75.00 per Semester	No



Food Services Fees			
Fee Category	Local (Zambian & SADC) Students	International (Non-Zambian & Non-SADC) Students	Refundable? (Conditions Apply)
<b>Monthly Meal Fees for Non-Resident DAY Students</b>			
Meal Fee Lunch Only ( Day Students)	200 per Month	325.00 per Month	No
<b>DEL Students – Residential School (RS) Meals</b>			
<b>OAM4</b> (Orientation RS – Lunch Only)	50.00	81.00	No
<b>RAM4</b> (Exam RS – Lunch Only)	350.00	568.00	No

Graduation/Commencement Fees			
Fee Category	Local (Zambian & SADC) Students	International (Non-Zambian & Non-SADC) Students	Refundable? (Conditions Apply)
<b>Graduation Fee</b>			
Graduation Fee – All Programs	500.00	700.00	No
<b>Hire or Purchase of Gown Fees</b>			
Undergraduate - Hire of Graduation Gown Fee	250.00	250.00	Yes
Postgraduate - Hire of Graduation Gown Fee	350.00	350.00	Yes
Graduation Gown Purchase *	TBD	TBD	Yes

Miscellaneous Fees			
Fee Category	Local (Zambian & SADC) Students	International (Non-Zambian & Non-SADC) Students	Refundable? (Conditions Apply)
<b>Applies to Various Services</b>			
Audit Fee	70% of Course Tuition	70% of Course Tuition	Yes
Course Exemption Fee	50% of Course Tuition	50% of Course Tuition	No
Transcript Fee	50.00 per Transcript	75.00 per Transcript	No
Late Student Advising Fee	100.00 per Semester/ Study Period	150.00 per Semester/Study Period	No
Student ID Replacement fee	50.00 per ID	50.00 per ID	No
Project Extension Fee (Extension of upto 4 weeks only)	A cumulative 5% per Week of the Project Fee	A cumulative 5% per Week of the Project Fee	No





<b>Enrollment Fees</b>			
<b>Fee Category</b>	<b>Local (Zambian &amp; SADC) Students</b>	<b>International (Non-Zambian &amp; Non-SADC) Students</b>	<b>Refundable? (Conditions Apply)</b>
<b>Application Fees</b>			
Undergraduate Application for Admission - All Programs	120.00	200.00	No
Postgraduate Application for Admission - All Programs	220.00	300.00	No
Undergraduate Readmission Fee - All Programs	150.00	200.00	No
Postgraduate Readmission Fee – All Programs	250.00	300.00	No
High School Cert. Verification	100.00	N/A	No
<b>Admission Fees</b>			
Pre-Undergraduate Intent to Register Fee – All Programs	650.00	810.00	No
Undergraduate Intent to Register Fee – All Programs	650.00	810.00	No
Postgraduate Intent to Register Fee - All Programs	900.00	1,110.00	No
<b>International Students Study Permit Fees</b>			
Study Permit Processing Fee	-	1500.00 per Application	No
Study Permit Renewal Processing Fee	-	750.00 per Application	No
Study Permit Immigration Application Fee	-	2250.00 per Application	No



## Currency Exchange Rate Information:

*Applies to all International Students*

Please note that all fees at Northrise University are charged in Zambian Kwacha (ZMW).

- International students must convert the fees from Kwacha (ZMW) to Dollar (USD) before remitting any fees to Northrise University
- To get the US Dollar equivalent of these fees, use the prevailing rate to find the equivalent amount to remit.
- Please use the Bank of Zambia website ([http://www.boz.zm/\(S\(5lqpp5450hdibw55kzhuqxno\)\)/startpage.aspx](http://www.boz.zm/(S(5lqpp5450hdibw55kzhuqxno))/startpage.aspx)) to obtain the Kwacha/Dollar exchange rate that is officially recognized by Northrise University.
- Northrise University uses the Bank of Zambia spot exchange rate to receipt any payment.

Please email [accounts@northrise.net](mailto:accounts@northrise.net) if you are not sure of how to go about with the exchange rate conversion.

## Refund Policy:

### DAY & DEL Courses Refund Policy

Weeks	Course Duration						
	20 Weeks	18 Weeks	16 Weeks	12 Weeks	10 Weeks	8 Weeks	4 Weeks
Week 1	80%	80%	80%	80%	80%	80%	80%
Week 2	50%	50%	50%	50%	50%	50%	50%
Week 3	25%	25%	25%	25%	25%	0%	0%
Week 4	0%	0%	0%	0%	0%	-	-

### CPS Courses Refund Policy

Weeks	Course Duration
	7 Weeks
Week 1	80%
Week 2	50%
Week 3	0%



## Intensive Courses Refund Policy

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DAYS	Course Duration	
	2 Weeks	5 Days
Day 1	80%	80%
Day 2	50%	0%
Day 3	0%	

**Refund Policy Notes:**

- *The Course Refund Policy also includes Online Courses that are taken in any of the course durations above.*
- *Overpayments will be credited to a student's account if they will be coming back to NU. Cash will only be given if a student decides to leave NU permanently after all the debts (if any) with the school have been settled including graduation fees if one is a graduating student.*



## APPENDIX A

### Key Words/Glossary:

The document uses several keywords and acronyms as listed below:

**Classroom-based courses Fee:** Relates to all courses where teaching takes place primarily in a classroom.

**Laboratory-based courses Fees:** Relates to all courses where teaching takes place in classrooms and laboratories. Laboratories are any scheduled (timetabled) activities that are part of the theoretical learning, e.g., computer labs, science labs (biology, chemistry, maths, simulation, Moot Court).

**Clinically-based courses:** relates to all courses where teaching takes place in classrooms, laboratories and clinical settings such as hospitals.

**Class and clinical based courses:** Relates to all courses where teaching take place in a classroom, and at a clinical site (minus scheduled lab time)

**Research courses:** Relates to all research projects which are taken as capstones for all Undergraduate and graduate courses

**Seminar:** Relates to all 5 day classroom based seminars

### Fee Descriptions:

Please refer to the NU Tuition Fee Description Document to be made available on the NU Website for detailed fee descriptions.

### Tuition Fees Discounts

In an effort to make fees more affordable for its students, Northrise University offer a couple of Financial Benefits to its students. The following are the financial benefits that NU students can leverage while enrolled into a study program.

#### **7/100 Discount Benefit:**

The 7/100 Discount Benefit is awarded to NU students who participate in recruitment of new students. When a student refers a prospective student to Northrise and the prospective student successfully enrolls into a program and becomes a new student, Northrise University will reward a 5% Discount to the student that brought in another student.

A 5% reward is given for each new student brought in up until the 6 new student. On the 7<sup>th</sup> student, a 100% tuition discount is awarded.



### **Nuclear Family Discount Benefit**

Under the Nuclear Family Discount Benefit, students from a Nuclear family are awarded a 10% discount for each student in order to ease the financial pressure of the parent

## **Financial Aid**

Financial Aid is available to assist students who may have financial need, funded by friends of Northrise, partner churches and organizations. First-year students may qualify for up to 75% financial aid while returning students may qualify for up to 100% Financial Aid.

### **First-Year DAY Applicants:**

New Students are awarded on merit based on G12 Results in the following bands

- 75%
- 50%
- 25%

### **Returning DAY Applicants:**

- 3.5 - 4.33 GPA = 100% Financial Aid
- 3.0 - 3.49 GPA = 75% Financial Aid
- 2.5 - 2.99 GPA = 50% Financial Aid
- 2.0 - 2.49 GPA = 25% Financial Aid

### **Center for Professional Studies (CPS) Theology:**

75% financial aid for the first year. FA awarded for subsequent years is based on GPA.

Contact us to find out how financial aid applies to the CPS Study Period-based structure.

### **NOTES:**

- Students who are awarded financial aid must agree to participate in the Work Study Program.
- Awarding of FA is based on availability of funds. Where funds are constrained, lower percentages may be awarded.