

2019 FEE STRUCTURE

Non-refundable Initial Payment of R5000.00 payable at registration				
Programme		Maximum credits per year	Cost per Credit	Tuition Cost per Year
Higher Certificate in Community Counselling	(minimum 1 year)	122	R235.00	R28 670.00
Higher Certificate in Business Leadership	(minimum 1 year)	120	R235.00	R28 200.00
Higher Certificate in Christian Ministry	(minimum 1 year)	120	R235.00	R28 200.00
*Note: BA/Bth/BCom modules taken in the certificate level are charged at Bachelor of Arts rate.				
Bachelor of Theology in Community Leadership	(minimum 3 years)	128	R425.00	R54 400.00
Bachelor of Arts	(minimum 3 years)	128	R425.00	R54 400.00
Bachelor of Commerce	(minimum 3 years)	128	R425.00	R54 400.00
Post Graduate Certificate in Education in Intermediate Phase	(minimum 1 year)	135	R355.00	R47 925.00
Post Graduate Certificate in Education in Foundation Phase	(minimum 1 year)	136	R355.00	R48 280.00
*Note: For PGCE Additional undergirding modules are charged at Bachelor of Arts rate.				
BA Honours in Community Development	(minimum 1 year)	130	R430.00	R55 900.00
BA Honours in Psychology	(minimum 1 year)	130	R430.00	R55 900.00
BPsych Equivalent: Course Work (12 months)		140	R525.00	R73 500.00
BPsych Equivalent : Practicum and Supervision (6 months)				R13 000,00
Additional Registration Costs				
Application Fee		All new students		R300,00
Student Card		All 1 st Years/Replacement		R100,00
Student-access Tag		All 1 st Years/Replacement		R100,00
Technology Fee		All students annually		R500,00
Student Services Fee		All students annually		R900,00
Annual Payment Plan Fee		All students annually		R2 000,00
Other Costs				
Late Registration Fee		On given day		R500,00
Withdrawal / Cancellation Fee		Any time during the year		R1 000,00
Computer Skills Access Fee		Any time during the year		R200,00
Credit Accumulation and Transfer (CAT) Fee		Per module		R50,00
Recognition of Prior Learning (RPL) Fee		Per module		25% of module cost
Reprint of Transcripts, SACE letters, etc.		Per		R150,00
Reprint of Certificates		Per		R200,00
Registered Mail for documents (Transcripts, SACE letters, etc.)		As required		R50,00
Continuation Fee: Senior Project Paper / Fieldwork / Research Undergraduate		Per annum payment		R1 500,00
Continuation Fee: Postgraduate				R2 000,00
Dean's Assessment (graduating students only)		Per module		R600,00
Re-evaluation Assessment (payable <u>prior</u> to the assessment)		Per module in advance		R350,00

GENERAL

- The annual fee is determined by the number of modules the student registers for the academic year (January – November). Each module is assigned a specific credit value which also determines the time needed to do this module. Please plan accordingly.
- Each student (including July intake) is required to register in January each year and pay the initial payment.
- Students who register in July are registered for the second semester of the academic year (July-November).
- Students studying for non-credit purposes (AUDIT) pay half of the tuition fee applicable.
- Tuition fee rate is double for International students. (Excludes African Countries).
- Campus-based students who require a study visa to study at Cornerstone must pay 60% of the tuition fee in advance before a visa letter will be issued. (This includes African Countries).
- Financial aid applications for new students close at the end of January.
- Financial aid applications for returning students close at the end of October (<https://cornerstone.ac.za/finance/financial-aid-application/>)

PAYMENT OF FEES

- Students are responsible for the full payment of all fees and expenses according to their annual statement.
- R2000.00 Annual payment plan fee will not be applicable with payment of the non-refundable initial payment made at registration and the balance of tuition fees by the end of February.
- R1000.00 deducted from the annual payment plan fee with payment of the non-refundable initial payment made at registration and balance of tuition fees by end of March.
- R1000.00 Annual payment plan fee will not be applicable with payment of the non-refundable initial payment made at registration and the balance of tuition fees paid by the end of July. (July intake)
- If a student is being sponsored, it is the student's responsibility to contact sponsors to ensure payments are met.
- Students must always use their student number as a reference for ALL correspondence with the financial office.
- Students must ensure that they check their statements. Statements will be considered correct if no written communication is received within 30 days of date of statement. Enquiries can be made at the financial office at bursar@cornerstone.ac.za
- Receipts are only issued for cash payments.
- When making EFT payments, students should email proof of payment to bursar@cornerstone.ac.za
- Statements are sent via email. Copies can be obtained directly from the finance office.
- Promotional discounts may be offered from time to time. Conditions apply.
- By the end of the first semester, half of the students' total outstanding fees for the year must be settled in order for a grade report to be issued.

PAYMENT PLAN

- For the January intake, an Initial Payment of R5000.00 is payable before or at registration. The balance of the fees will be divided into a 10 month payment plan, from February – November.
- For the July intake, an Initial Payment of R5000.00 is payable by the end of June. The balance of the fees will be divided into a 5 month payment plan, from July – November.
- The Initial Payment is applied to the tuition fee.

REFUND OF FEES

- **The R5000 initial payment is non-refundable.**
- **All administration fees due at registration will not be refunded.**
- Cancellation AFTER the first 10 (ten) working days at the start of a semester: **only tuition fees in advance** (less non-refundable costs and withdrawal fee) of the student's **current** semester will be refunded.
- Non-compliance with withdrawal/cancellation procedure will result in **no** refunds.

NON-PAYMENT OF FEES

Students who are more than **30 days outstanding will be put on financial suspension**, resulting in the following consequences:

- The student may not attend class.
- Access to course material on the student portal will be withheld.
- Examination results and/or qualifications will be withheld.
- Should a student's first semester fees not be settled by the end of first semester, the second semester modules will be cancelled and an automatic fee suspension will be applied
- Registration for the following year is not permitted unless the student's account is settled in full.
- Failure to meet agreed payment plan will result in the outstanding fees being handed over for collection with costs.