

2020 FEE STRUCTURE

Non-refundable Initial Payment of R5000.00 payable at registration		
Programme	Maximum credits per year	Cost per Credit
Higher Certificate in Community Counselling (min. 1 year)	122	R250.00
Higher Certificate in Business Leadership (min. 1 year)	120	R250.00
Higher Certificate in Christian Ministry (min. 1 year)	120	R250.00
Higher Certificate in Community Development (min. 1 year)	120	R250.00
*Note: Any degree modules taken in the higher certificate are charged at Bachelor of Arts rate.		
Bachelor of Theology in Community Leadership (min. 3 years)	128	R450.00
Bachelor of Arts (min. 3 years)	128	R450.00
Bachelor of Commerce (min. 3 years)	128	R450.00
Post Graduate Certificate in Education in Intermediate Phase (min. 1 year)	135	R375.00
Post Graduate Certificate in Education in Foundation Phase (min. 1 year)	136	R375.00
*Note: For PGCE Additional undergirding modules are charged at Bachelor of Arts rate.		
BA Honours in Community Development (min. 1 year)	130	R455.00
BA Honours in Psychology (min. 1 year)	130	R455.00
BPsych Equivalent: Course Work (12 months)	140	R555.00
BPsych Equivalent : Practicum and Supervision (6 months)		R14000.00
Additional Registration Costs		
Application Fee	All new students	R300,00
Student Card	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
Recognition of Prior Learning (RPL) Fee	Per module	25% of module cost
Reprint of Transcripts, SACE letters, etc.	Per document	R150,00
Reprint of Certificates	Per document	R200,00
Registered Mail for documents	As required	R50,00
Continuation Fee: Undergraduate (Senior Project Paper, Fieldwork) PGCE (Practical's) Postgraduate (Research Projects)	Per annum payment	R1 500,00 R600,00 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.
- Students are required to take a minimum of 32 credits per semester.
- 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 can be issued. (This includes African Countries).
- Financial aid applications for the January intake students close at the end of January.
- Financial aid applications for the July intake students close at the end of June.
- 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. (January Intake)
- 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.
- Statements are sent via email. Copies can be obtained directly from the finance office. Students must ensure that they check their statements. Enquiries can be made at the financial office - 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
- 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 administration fee and the balance to the tuition fee.

REFUND OF FEES

- **The R5000 initial payment is non-refundable.**
- **All administration fees due at registration will not be refunded.**
- A student is able to make changes to or cancel their module selection within the first 10 days at the start of the semester. Thereafter, the student will be liable for the payment of the semester fees.
- 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.