

GENERAL

- The fee structure applies to African countries only.
- The annual fee is determined by the number of credits the student registers for the academic year (January – November). Students are only invoiced for the modules that they register for in the current year and not for the entire course.
- 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 new students registering for the January intake closes at the end of January.
- Financial aid applications for new students registering for the July intake closes at the end of June.
- Financial aid applications for current students registering for the following academic year closes 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.
- R2875.00 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)
- R1437.50 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. Fee statements are only sent to the student.
- Students must use their student number and surname as a reference for ALL correspondence with the financial office.
- Statements are sent via email. Students must ensure that their statements are correct and matches the proof of registration issued by the registrar department. Enquiries can be made at the financial office bursar@cornerstone.ac.za
- Payments can be made via EFT, bank deposit or the Karri App.
- Information regarding the Karri app and monthly QR code can be obtained at the finance office.
- Proof of payment receipts should be emailed to the bursar - 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 of R5000 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.