

2025 FEE STRUCTURE

Non-refundable Initial Payment of R5000.00 payable at registration		
Registration Costs		
Application Fee	All new students	R330.00
Student Card	All 1 st Years/Replacement	R120.00
Technology Fee	All students annually	R650.00
Student Services Fee	All students annually	R1200.00
Annual Payment Plan Fee	All students annually	R3000.00
Programme	Maximum credits per year	Cost per Credit
Higher Certificate in Community Counselling (min. 1 year)	124	R330.00
Higher Certificate in Business Leadership (min. 1 year)	120	R330.00
Higher Certificate in Christian Ministry (min. 1 year)	120	R330.00
Higher Certificate in Community Development (min. 1 year)	120	R330.00
Bachelor of Theology in Community Leadership (min. 3 years)	124	R590.00
Bachelor of Arts (min. 3 years)	124	R590.00
Bachelor of Commerce (min. 3 years)	124	R590.00
Post Graduate Certificate in Education in Intermediate Phase (min. 1 year)	135	R485.00
Post Graduate Certificate in Education in Foundation Phase (min. 1 year)	136	R485.00
*Note: PGCE Additional undergirding modules are charged at Bachelor of Arts rate.		
BA Honours in Community Development (min. 1 year)	130	R600.00
BA Honours in Psychology (min. 1 year)	132	R600.00
BPsych Equivalent: Course Work (12 months)	132	R740.00
BPsych Equivalent : Practicum and Supervision (6 months)		R22 050.00
Other Costs		
Recognition of Prior Learning	25% of module cost	
Credit Accumulation Transfer	Per application	R350.00
Reprint of Transcripts, SACE letters, etc.	Per document	R165.00
Reprint of Certificates	Per document	R600.00
Courier for documents	As required	R150.00
Continuation Fee: Undergraduate (Senior Project Paper, Fieldwork) Postgraduate (Research Projects)	Per annum payment	R2000.00 R2500.00
Dean's Assessment (graduating students only)	Per module	R800.00
Re-evaluation Assessment (payable <u>prior</u> to the assessment)	Per module in advance	R520.00

Bank Account Details:
Cornerstone Institute
Nedbank Cheque Account
Account Number: 1075030269
Branch Code: 198 765
Reference: Student Number, e.g, 12456 Smith

GENERAL

- The fee structure applies to African countries only.
- The fee structure indicates the cost per credit. Modules are allocated a specific number of credits, which is based on the workload and content.
- 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.
- A minimum of 32 credits per semester is required.
- 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.
- 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 financial correspondence.
- Statements are sent via email. Students must ensure that their statements are correct and matches the proof of registration issued by the registrar department.
- Payments can be made via EFT, bank deposit and the Karri App.
- Information regarding the Karri app and monthly QR code can be obtained from 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.

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.
- Should the tuition fees not be settled in full at the beginning of the semester, the payment plan must be used.
- By the end of the first semester, the semester 1 invoice OR half of the students' total outstanding fees, must be settled in order for a grade report to be issued.
- Students who choose to register per semester must settle their semester fees before they are able to receive their grade report.
- The R3000 annual payment plan fee will be deducted if the total account is settled by the end of February (January Intake) or July (June intake)
- 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 and 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.