Tuition Fee Refund Policy Seinäjoki University of Applied Sciences (SeAMK)

Valid from January 1st 2024

Tuition fee refund is possible only in the following situations. In any other case, the paid tuition fee cannot be refunded.

1. Student's admission is cancelled because the required conditions are not met.

2. Student receives a negative decision on residence permit and cannot start or continue their studies.

The tuition fee is refunded:

- If the student delivers a negative decision and withdraws from SeAMK on 31.8. at the latest. The full tuition fee of the current academic year that the student has paid for will be refunded.
- If the student delivers a negative decision and withdraws from SeAMK during 1.9. - 31.12. only the tuition fee of the spring semester of the current academic year that the student has paid for will be refunded.

Please note, if the student delivers a negative decision and withdraws from SeAMK 1.1. or later, the tuition fee will not be refunded from the current academic year.

3. The student's status (concerning the student's citizenship or residence permit) change in such a way that they are no longer liable to pay, and the student has presented a new document exempting them from the tuition fee before the beginning of the following semester.

For the autumn semester, the exempting document shall be delivered on 31 July at the latest, and it shall be valid on 1 August. If the student has paid the tuition fee for the whole upcoming academic year, autumn and spring semester, the whole tuition fee will be refunded. If the student is graduating and the student has paid the tuition fee only for the autumn semester, the fee for the autumn semester will be refunded.

For the spring semester, the exempting document shall be delivered on 31 December at the latest, and it shall be valid on 1 January.

4. The student graduates during the semester they have already paid for. The fee is refunded for the semester following the student's graduation.

5. The student changes their registration status from present to absent. For the autumn semester the change must be done on 10 September at the latest and for the spring semester on 10 January at the latest.

Students have the right to register as absent without a specific reason for one academic year (i.e. two semesters) after the first year of studying. A first-year student may only register as absent on statutory grounds when performing military service, non-military service or voluntary military service for women or when on maternity, paternity or parental leave or if they are unable to start their studies due to their illness or disability (L325/2015 § 29). If a student registers as absent in the first academic year due to illness or

disability, it reduces the right to absence for one academic year (= two semesters). If a student registers as absent on statutory grounds at any point during their studies, students must always provide proof of absence. A personal notification is not considered adequate proof.

Processing and/or banking expenses incurred by the student: The recipient of the refund bears the expenses charged by their bank. The refund of the tuition fee is made in euros, and so the recipient of the refund bears the risk of possible changes in the exchange rate.