

Zealand payment policy and terms of payment

Application fee

If you are a citizen from a non-EU/EEA country and do not hold a Danish residence permit, which gives the right to study in Denmark for free, you have to pay an application fee. The application fee is a one-time payment of 300 EUR.

The fee must be paid when you send your application and no later than 15 March.

If you get a study place, accept it and are still an active student by 1 October, the application fee will be refunded.

If you do not accept, if you decline an offer or if you are not admitted or cancel your application, the application fee will **not** be refunded.

Tuition fee

Tuition fee applies for certain non-EU applicants depending on your residence status. All students who are required to get a residence permit for studies need to pay a tuition fee for studying at Zealand.

The tuition fee is programme specific. The updated tuition fee per semester and for the full programme is published on our website [Admission \(Full-time degree\) | Zealand](#). When a fee-paying student is admitted to a programme, the specific programme fee is stated in the admission notice issued to the student upon admission.

The tuition fee covers all prescribed ordinary exams in accordance with the curriculum of the programme. In accordance with the examination rules and regulations, a student is allowed to retake an exam twice in case the student fails his/her ordinary exam without any extra charge.

The tuition fee does not include course textbooks for the programme. Furthermore, students must anticipate expenses towards application for residence permit, field trips and trips abroad.

Terms of payment of Tuition fee

International students who are required to pay tuition for studying in Denmark must always prepay the tuition fee for the first academic year (two semesters). The full fee for the following semesters must be prepaid per semester (half year) as stated below.

The payment can only be made as a bank transfer or bank deposit to the bank account of Zealand Academy of Technologies and Business.

All payments are made to:

Name of Accountholder: Zealand Academy of Technologies and Business

Bank: Danske Bank

Account number: 0216-4069150810

SWIFT: DABADKKK

IBAN: DK6402164069150810

When you pay, please ask your bank to write your name, date/year of birth.

Payment deadline for new students

When a student is admitted, an admission notice is issued. According to the admission notice, students admitted must transfer the required tuition fee to Zealand as a deposit within **15 working days of receipt of the admission notice**. Only students who pay within the required period are guaranteed admission.

Payment deadline for current students

The tuition fee for the following semesters must be prepaid per semester as follows.

For the spring semester the terms of payment are: The full semester fee must be prepaid before **15 December**.

For the autumn semester the terms of payment are: The full semester fee must be paid before **15 June**.

Reminders for current students

Before payment of a tuition fee, Zealand will always send you an invoice which you must pay by bringing it to your bank. It is important that you use this exact invoice as it contains important information for making the transfer.

If you do not pay in due time (please refer to the terms of payment) we will forward the following reminders:

A **first reminder** will be forwarded 14 days after the invoice was due for payment. You have 7 days to pay the first reminder.

A **second reminder** will be forwarded if the invoice is still not paid after another 7 days (14 days after forwarding the first reminder). You have 7 days to pay the second reminder.

A **third (and final) reminder** will be forwarded if the invoice is still not paid after 7 days when the second reminder was due for payment. You have 7 days to pay after the final reminder.

If you miss the deadline for payment of the final reminder, we will assume that you do not want to continue your studies. In total, 42 days from the date when the original invoice was due for payment we will inform the Danish Immigration Authorities that you have been dismissed from the programme due to unpaid tuition fee.

Any claims or unsettled invoices will be handed over to the Danish Tax Authorities for collection when the deadline for payment of the final reminder is due.

Re-studying (repeating) a semester:

In special cases (based on individual circumstances/consultation) a student can be allowed to repeat a semester. In such cases, the student must pay the full tuition fee for the semester the student is being allowed to repeat/re-study.

Withdrawal and refunding of prepaid tuition fee for new students:

For students who have not yet joined the programme but have been admitted and are in the process of applying for their residence permits/visa, the following rules are applied by Zealand regarding withdrawal from the programme and refund of the prepaid tuition fee:

If you are not granted a visa the tuition fee deposit will be refunded to you but in this case, we will not be refunding the application fee.

If you are granted a residence permit by the Danish Immigration but you do not attend the programme introduction, we will assume that you have withdrawn from the programme unless you have previously informed us of your reasons for not being there. In such cases, the full tuition fee deposit will be lost.

If you are granted a residence permit by the Danish Immigration and join the programme as planned but decide to change your mind and withdraw the following rules will apply. Only

students who withdraw within the first two weeks after the programme start date are eligible to claim a refund according to the following:

You must have informed us in writing that you wish to withdraw within 2 weeks (14 days) from the date of study start and your reasons for withdrawing must be considered “reasonable” based upon an individual evaluation. If this is the case, we will refund all prepaid tuition fee less an administration fee of DKK 5,000. In this case the application fee will not be refunded.

If you for any other reason decide to withdraw from the programme or fail to appear in Denmark for the programme introduction, the full tuition fee is lost.

Students already studying with us:

For students already enrolled and studying in a programme the following rules are applied by us regarding withdrawal from the programme and refund of the prepaid tuition fee.

If a student decides to withdraw from a programme between two semesters, any prepaid tuition fee will be refunded less an administration fee of DKK 5,000. To be eligible for a refund, the student must notify us in writing of the withdrawal before the start of the upcoming semester.

If the student holds a residence permit for studies at Zealand Academy of Technologies and Business, the refund will be transferred to a bank account in the student's home country after repatriation has been confirmed and the residence permit has been cancelled.

If the student withdraws after the start date of the semester, the semester will be regarded as due for payment, as we have reserved a place and expected the student's participation. The full tuition fee for that semester must therefore be paid. Any unpaid tuition fee will be treated as an outstanding invoice and, following the final reminder and expiry of the payment deadline, may be transferred to the Danish Tax Authorities for collection.

If a student during a semester decides to withdraw from a programme, the fee paid for the semester in question is lost and will not be refunded.

If the student holds a residence permit for studies at Zealand Academy of Technologies and Business, the refund will be transferred to a bank account in the student's home country after repatriation has been confirmed and the residence permit has been cancelled.

If a student's visa status changes during a semester from a study visa to a permanent visa, the student must inform Zealand in writing. The tuition fee already paid for the semester in question will not be refunded, but subsequent semesters will not be invoiced. It is the student's responsibility to inform Zealand about the new visa status, as we do not receive such information from the Immigration Service.

If you are expelled from Zealand Academy of Technologies and Business or reported by us to the Danish Immigration Authorities as an inactive student, due to violation of our rules of attendance and study activity, all prepaid tuition fee is lost and will not be refunded.

Refunds of tuition fee can only be made to the same person (same sending bank and account), who paid the amount originally and to the country from which it was paid.

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Zealand Academy of Technologies and Business