



# FEE POLICIES

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# **FEES**

## **FEES AND CHARGES**

### **LATE FEE PAYMENT**

Tuition fees are payable IN ADVANCE of the commencement of each semester. Students in arrears will be charged an initial LATE FEE unless prior arrangements have been made with the Business & Finance Director. Fees not received by re-enrolling students by the due date will incur a late penalty of \$200 plus a late enrollment fee of \$250.

### **DISHONoured CHEQUE CHARGE**

A \$100 charge applies to all cheques that are dishonoured by the drawer's bank, for whatever reason. FIC does not accept personal cheques for any type of payment.

### **TELEGRAPHIC TRANSFER FEE -- (T/T)**

Students paying by (T/T) must note that most banks charge a fee for this service, which is usually deducted from the transfer; therefore, students must include this fee when calculating tuition payments. Students with an outstanding balance cannot enrol.

### **COURSE DROP/ADD REFUND POLICY**

Students who withdraw from single courses will be penalized as follows:

- Weeks 1 - 4 No penalty. (Funds remain with FIC and are credited against enrolment in a subsequent semester. Fees are forfeited if the student does not re-enrol in a subsequent semester.)
- Weeks 5+ No refund. Penalty of 100% of course fees.

### **REFUND POLICY**

Students who elect to withdraw from the program completely will have their refund calculated in accordance with the College's Refund Policy. Please refer to calculations on *Cancellation Fee/Refund Policy* detailed in the FIC Brochure and FIC website at:

[http://www.fraseric.ca/images/PDF/policies/fee\\_refund\\_policy.pdf](http://www.fraseric.ca/images/PDF/policies/fee_refund_policy.pdf)

## **OTHER ADMINISTRATIVE FEES**

Listed below are additional administrative fees:

Replacement of Student ID Card	\$50.00
FIC (Official) Transcript	\$25.00
Replacement of Program Completion Certificate	\$50.00
Letter of Enrolment (withdrawn/past students)	\$20.00
Course Outlines	\$5.00 each
Certificate of Attendance	\$20.00
Late Re-enrolment Fee	\$250.00
Late Tuition Payment Fee	\$200.00
Program Deferral Fee	\$200.00
Deferred Examination Application	\$50.00 per course
Review of Assessment	\$50.00 per course

## **HOW TO PAY**

### **PAY ONLINE**

Fraser International College now accepts payments by Visa, American Express or Mastercard online. Go to <http://www.fraseric.ca/banking/pay.html>

### **ONLINE BANKING**

- Go to "Pay Bills & Transfer Funds"
- Go to "Add a Payee"
- Search "Fraser International College"
- Enter your Student ID as the Account Number

### **FIC BANK DETAILS**

ROYAL BANK OF CANADA BANKING INSTRUCTIONS – Telegraphic Transfers (T/T)

Canadian Dollar (CDN\$) Account:

- Royal Bank of Canada, Main Branch, 1025 West Georgia Street, Vancouver, British Columbia, Canada, V6E 3N9
- Account Name: **Fraser International College**
- Account Number: **116-981-2**
- Transit Number: **00010**
- SWIFT Code: **ROYCCAT2**
- Reference: FIC Student ID Number

United States Dollar (US\$) Account:

**DESTINATION BANK:** Royal Bank of Canada  
Toronto, ON, Canada  
**SWIFT CODE: ROYCCAT2**

**INTERMEDIARY BANK:** JP Morgan Chase Bank  
New York, NY, USA  
ABA #021000021  
**SWIFT CODE: CHAS US 33**

**BENEFICIARY:** Fraser International College  
**00010-404-9185**  
Royal Bank of Canada  
1025 West Georgia Street  
Vancouver, BC, Canada V6E 3N9

**REFERENCE:** Please put your FIC Student ID as reference