

Late Payment Policy

- a. The School will ensure that all applying for the course are informed of the School's Late Payment Policy and acknowledge this by signing on the Student Contract.
- b. A payment will be considered late if it is received more than seven (7) days after the scheduled due date(s) specified in Schedule B of the Student Contract.
- c. Students who make late payments may incur a late payment fee of 10% of the Total Course Fees Payable as stated in Schedule B of the Student Contract. This fee is in addition to the outstanding payment and must be settled together with the overdue amount.
- d. Students who fail to comply with this policy may be subjected to withdrawal from the course.
- e. The School reserves the final discretion to impose or waive the late payment fee on a case-by-case basis.