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—1836-2021—

# The Allico University College

**UNDERGRADUATE  
STUDENTS**

**FINANCIAL INFORMATION**

2021 - 2022

# FINANCIAL MATTERS

This brochure provides critical information for students. It includes information about tuition fees, miscellaneous fees, deferrals, leave of absence, refunds, health insurance and payment plan options.

## REGISTRATION POINTERS

Students are required to register at the beginning of **every** semester.

Students are required to familiarize themselves with the registration process in their information package.

Registration is done online via the Aerion SMS System.

Students can make payments at the Cashier in the Accounts Department using credit and debit cards, manager's or government cheques. There is a no cash policy for payments of tuition, boarding, miscellaneous, resit and/or redo fees.

Students who have made their payments at the bank must present the school's copy of the voucher to the Student Finance Office or via the Student Finance email

(studentfinance@themico.edu.jm).

For **full time 4 year day students**, you are required to complete and submit the health insurance form to the relevant personnel. This is to ensure your receipt of a health card for the academic year.

Identification cards are prepared and issued for students at the 'Identification Area'.

CAPE Substitutes and Professional Enhancement courses are paid for separately.

Your registration is complete **ONLY** after you have completed the outlined procedure.

## REFUND

Refund on excess fees is done at the end of the programme.

- Excess fees may be used to offset expenses such as books and school supplies from the MICO Campus 'Bookshop'.

- For a scholarship recipient who is requesting a refund, a letter from the scholarship donor must be attached to your request letter, permitting that the funds be paid over to you.

- All refund requests must be accompanied by a progress report showing completion of programme

*Miscellaneous Fees are non-refundable.*

## WITHDRAWAL / DEFERRAL

A request must be made in writing and a response letter from the Registrar attached. Refundable amounts are as follows:

0-2 weeks	97%
2-4 weeks	80%
4-6 weeks	60%
6-8 weeks	50%
After 8 weeks	nil

Unless withdrawal, deferral or leave of absence procedures are followed, students are assumed to be active and are responsible for charges that may apply to their account.

Students who wish to defer or withdraw must submit a letter, to the University College Registrar, indicating their intent, within three weeks, of the semester for which they wish to defer or withdraw.



Returning students **MUST** clear all outstanding balances before the payment plan becomes applicable.

OPTION 1 | Pay all fees and fines in **FULL**; receive **10%** discount on tuition.

OPTION 2 | Pay all applicable fees per semester; receive **5%** discount.

OPTION 3 | Pay all fees on a monthly basis over the 8 months period **August 2021 to April 2022**.

Details of payment plan options will be provided via email.

Non-compliant student account attracts a **5%** per annum interest fee on all overdue balances.

## MISCELLANEOUS FEE COVERS:

- HEALTH INSURANCE(DAY STUDENTS)
- IDENTIFICATION CARD
- STUDENT GUILD FEES
- ACCIDENT INSURANCE & AMBULANCE
- CAUTION / MAINTENANCE
- RESOURCES / TECHNOLOGY
- ADMINISTRATIVE COSTS
- UNIVERSITY COUNCIL OF JAMAICA
- PSYCHOMETRIC TEST
- NON CREDIT COURSES
- JAMCOPY FEES

# FINANCIAL MATTERS



The Mico University College currently utilizes the services of Guardian Life's Medecus to provide health insurance for students.

Health Insurance is non-refundable and **MANDATORY** for all full-time 4 year day students.


Any other student who requires the health insurance, the procedure is as follows:

1. Obtain an application form from the Department of Student Services.
2. Complete the form and deliver it to the Department of Student Services, along with your Registration Authorization Form.
3. ALL health cards are issued at the Student Services Department.

## ALLOCATION OF FUNDS PAID

All payments made to students' accounts will be allocated based on the priority indicated below:

1. Outstanding balance brought forward from the previous academic period
2. Miscellaneous Fees
3. Semester 1 Tuition Fees
4. Semester 1 Boarding
5. Semester 2 Tuition Fees
6. Semester 2 Boarding
7. Summer Session

  
 WHATSAPP YOUR QUERIES TO  
**876-860-3735**  
DAY STUDENTS  
**876-860-3684**  
EVENING STUDENTS  
[studentfinance@themico.edu.jm](mailto:studentfinance@themico.edu.jm)

### FULL TIME 4 YEAR DAY STUDENTS

Year 1 Tuition	\$344,802
Tuition for Semester 1	\$172,401
Tuition for Semester 2	\$172,401
Miscellaneous	\$44,300
(Cost per credit	\$9,577.83)

Year 2 Tuition	\$344,802
Tuition for Semester 1	\$172,401
Tuition for Semester 2	\$172,401
Miscellaneous	\$42,100
(Cost per credit	\$9,577.83)

Year 3 Tuition	\$344,802
Tuition for Semester 1	\$172,401
Tuition for Semester 2	\$172,401
Miscellaneous	\$42,100
(Cost per credit	\$9,577.83)

Year 4 Tuition	\$344,802
Tuition for Semester 1	\$172,401
Tuition for Semester 2	\$172,401
Miscellaneous	\$42,100
(Cost per credit	\$9,577.83)
Cost for Practicum 2B	\$172,401

### OTHER FEES

Professional Enhancement	\$8,000
Redo	\$28,500
Resit/Re-submission of Late Coursework	\$22,500
Exemption Fee	\$10,000
Challenge Fee	\$15,000

Re-mark per script  
All costs associated with a re-mark shall be borne by the student.

These costs are in addition to the tuition fees.

### FULL TIME 4 YEAR EVENING STUDENTS

Year 1 - Tuition	\$344,802
Tuition for Semester 1	\$114,934
Tuition for Semester 2	\$114,934
Summer Session	\$114,934
Miscellaneous	\$25,400
(Cost per credit	\$9,577.83)

Year 2 - Tuition	\$344,802
Tuition for Semester 1	\$114,934
Tuition for Semester 2	\$114,934
Summer Session	\$114,934
Miscellaneous	\$23,200
(Cost per credit	\$9,577.83)

Year 3 - Tuition	\$344,802
Tuition for Semester 1	\$114,934
Tuition for Semester 2	\$114,934
Summer Session	\$114,934
Miscellaneous	\$23,200
(Cost per credit	\$9,577.83)

Year 4 - Tuition	\$344,802
Tuition for Semester 1	\$172,401
Tuition for Semester 2	\$172,401
Miscellaneous	\$23,200
(Cost per credit	\$9,577.83)

Year 5 - Tuition	\$344,802
Tuition for Semester 1	\$172,401
Tuition for Semester 2	\$172,401
Miscellaneous	\$23,200
(Cost per credit	\$9,577.83)

### BOARDING:

Boarding arrangements are currently being reviewed by The University College in accordance with the public health protocols.

Please contact the Department of Student Services ([student.services@themico.edu.jm](mailto:student.services@themico.edu.jm)) or Student Affairs Department ([register@themico.edu.jm](mailto:register@themico.edu.jm)) for further assistance.

# FINANCIAL MATTERS

## PRE-UNIVERSITY PROGRAMMES

### Pre-University Men's Programme (PUMP)

Tuition for the year	\$138,600
Tuition for Semester 1	\$69,300
Tuition for Semester 2	\$69,300
Miscellaneous	\$44,300

Cost per Credit: \$3,850

### Pre-University Early Childhood

Tuition for the year	\$138,600
Miscellaneous	\$25,400

Cost per Credit: \$3,850

## POST ASSOCIATE DEGREE STUDENTS

### Holders of Associate Degrees & Persons doing a 3-Year programme

#### Cost Per Credit :

Year 1	\$9,000
Returning Students	\$9,000

#### Miscellaneous:

Year 1	\$25,200
Returning Students	\$22,500

## POST DIPLOMA STUDENTS

### Holders of a Teaching Diploma

Cost per credit	\$10,000
Miscellaneous	
Year 1	\$25,200
Returning Students	\$22,500

## CERTIFICATE

### Certificate in Counselling

Tuition	\$69,000 per annum \$17,250 per Unit
Miscellaneous	\$25,200