

Financial & Registration Bulletin 58 for Undergraduate Students

The Mico University College Welcomes All New and Returning Students to the Academic Year 2023-2024

Please note the following extract from Bulletin #57 circulated on July 4, 2023:

“The B.Ed. in Mathematics, Geography & Environmental Studies, Business Education, Language & Literacy, Language & Literature and Social Science, as well as the B.Sc. in Guidance & Counselling, will be offered in blended modality. All other undergraduate programmes will be offered face-to-face”

REGISTRATION/START-UP DATES:

DATES	Registration/Start-up Activities
August 25 - September 2, 2023	Registration for New and returning Undergraduate Students
August 28 - Sept. 1, 2023	Orientation of New Students
September 9 - 15, 2023	Late Registration
September 15, 2023	Registration ends

TUITION FEES (JAMAICAN STUDENTS):

Four-Year Programmes:

Year Group	Yearly Tuition Fee	Miscellaneous Fee
Year 1 (Day)	\$350,000	\$45,000
Years 2 - 4 (Day)	\$344,802	\$45,000
Year 1 (Evening)	\$350,000	\$25,000
Years 2 - 4 (Evening)	\$344,802	\$25,000
Year 1 (B.Ed. Mathematics & Geography Online)	\$305,000	\$45,000
Years 2 - 4 (B.Ed. Mathematics & Geography Online)	\$300,000	\$45,000

Other Programmes:

Group	Per Credit Charge	Miscellaneous Fee
Post Associate Degree (New)	\$10,000	\$25,000
Post Associate Degree (Returning)	\$10,000	\$25,000
Post Diploma (New)	\$10,000	\$25,000
Post Diploma (Returning)	\$10,000	\$25,000

Effective September 2023/2024, your Annual Miscellaneous Fee includes \$2,000 which will go towards your graduation fee.

Payment Options for Four Year Programmes

Students must complete and submit the payment plan application form.

- **Payment Option 1**

Make the full payment of the year's tuition and miscellaneous fees by September 30, 2023, and you will receive a **3.5% discount on tuition fee ONLY.**

- **Payment Option 2a (Day Students Only)**

Payment of half the year's tuition fee plus full miscellaneous fee during the semester 1 registration period, and the other half of the year's tuition fee during the semester 2 registration period.

- **Payment Option 2b (Years 1 - 3 Evening Students Only)**

Payment of one-third the year's tuition fee plus full miscellaneous fee during the semester 1 registration period, the second third of the year's tuition fee during the semester 2 registration period, and the balance during the semester 3 registration period.

- **Payment Option 3_**

The tuition fee is divided into eight equal parts. The first part plus the full miscellaneous fee to be paid during the semester 1 registration period. The other 7 installments are due on the last working day of the months of October, November, December, January, February, March, and April. This option attracts an administrative fee of 5%.

Payment Channels:

FOR ALL STUDENTS

PAYMASTER (JAMAICA) LIMITED

Over 180 locations in Jamaica
Online payment option available
Locations open Monday - Saturday (8:00 a.m. to 7:00 p.m.)
(Scan the QR Code at The Mico to find the nearest location to you)

OR

FOR DAY STUDENTS ONLY

National Commercial Bank Jamaica Limited
Cross Roads Branch
Account #/C #231050973

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FOR EVENING STUDENTS ONLY

Sagicor Bank Jamaica Limited
Dominica Drive Branch
Account #/C #5500908035

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be advised that we also accept online payments via bank transfer OR payment in person at The Mico cashier using debit and credit cards.

MICO CASHIER OPENING HOURS

Mondays - Thursdays 8:30 a.m. - 3:30 p.m.

Fridays 8:30 a.m.- 3:00 p.m.

SPECIAL NOTES FOR LOAN & SCHOLARSHIP RECIPIENTS:

Students' Loan Bureau (SLB)

Students with SLB loan application status of C, D or E must pay miscellaneous fee before being allowed to register conditionally for classes; pending the receipt of the tuition fees from SLB.

Students must submit all their documents and be approved by the SLB before the end of the first semester. The tuition fee becomes payable in full where the student cancels the loan application process or is denied the loan by SLB.

Scholarships

Scholarship funds are paid over to The Mico at various times during the academic year and so **the 3.5% discount does not apply** to students on scholarship.

Also, some scholarship and loan arrangements require that the student pays the miscellaneous fee during the registration period. Students are required to provide written evidence of the scholarship and/or grants to the University College in order to be registered.

Accommodation on Campus (Jamaican Students)

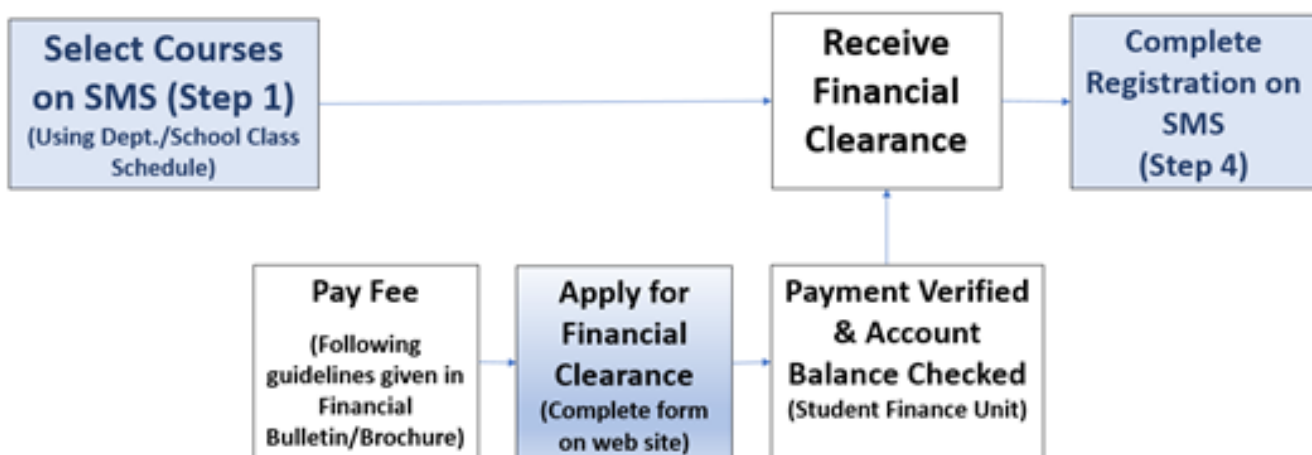
Application for accommodation on campus for Semester 1 of the 2023 – 2024 Academic Year is now open. Application forms are to be completed online at themico.edu.jm and **submitted by August 11, 2023**. You will see the link titled "**Application for Accommodation on Campus - Semester 1, 2023-2024**" on the landing/main page.

The institution has maintained the rate of \$70,000 per person, double occupancy, for the upcoming semester (not including meals).

There will be very limited single-occupancy spaces at the Errol Miller Hall only; given the return of the institution to in-person operations and the expected demand for accommodation. The single occupancy rate is \$110,000.00 for the semester.

Do not pay any fee or submit any proof of boarding scholarship award until you receive a letter from the Office of the Vice President (Administration) with specific instructions. However, please make plans to pay your fees by August 21, 2023 via paymaster,

THE REGISTRATION PROCESS:



Registration Steps

1. Select your courses on the Aeorion SMS using information provided to you by your Academic Department.
2. Pay the requisite fees in accordance with the guidelines given above
(Tuition Fees, Payment Options & Payment Channels)
3. Complete the Application for Financial Clearance Form available on The Mico University College web site (<https://www.themico.edu.jm/>)
4. Check the Aeorion SMS to determine if you are able to proceed to step 4. If you are unable to proceed beyond step 3 on the Aeorion SMS then email a query to studentfinance@themico.edu.jm
5. Complete your registration (step 4) on the Aeorion SMS before the registration deadline.