



WAFIF CHRISTIAN COLLEGE FINANCIAL AGREEMENT POLICY

PROGRAMME: _____

- I. All students are required to pay a one-time registration fee of \$3500JMD at the start of their academic journey.
- II. Students become indebted to the college for the **Full Tuition Fee** if official withdrawal from the programme is done after **6 Weeks of the Scheduled Class Start Date**.
- III. For students who have made payments, a refund of tuition fees for the relevant semester may be granted based on the time frame in which official applications for Leave of Absence (LOA) or Withdrawal in writing is received by the institution. Refund amount and schedule are as follows:
 - Within the first four weeks of the start of the semester — 90%
 - After Week 4 — 70%
 - After Week 5 — 50%
 - After Week 6 — 40%
 - After Week 7 — 30%
 - After Week 8 — 0%Refunds based on LOA and Withdrawal will attract an administrative charge of \$2000JMD.
- IV. Registered students who did not pay their fees (fully or partially) and were granted Leave of Absence or Withdrawal will be required to pay the fees due before they resume their programme of study, based on the schedule above.
- V. Students who are having challenges settling their financial obligation by making full payment of their tuitions and other fees may apply for a payment plan which will allow them to pay their tuitions in two instalments per semester.

I _____ (Student Name) have read, understood and is in agreement with the stated plan.

Student Signature: _____ Date: _____



WAFIF CHRISTIAN COLLEGE PAYMENT PLAN

This payment plan is a contractual agreement between the STUDENT and WAFIF Christian College and must be signed by the student and approved by WCC director for the student to be registered and allowed access to their class or course materials. It is the responsibility of the student to ensure that the relevant approval is acquired before attending class and balances are paid within the stipulated time frame.

The installment plan is as follows:

- Total payment of Registration & Auxiliary Fees of \$3500JMD on day of Registration.
- Payment of a **Minimum** of 60% (_____) of the tuition fee by REGISTRATION DATE.
- Final payment of _____ plus a late fee of **\$1500JMD** is made No Later than _____
- **Failure to complete payment by said dates may result in student being de-registered (not allowed to continue their programme)**

I _____ (Student Name) have read, understood and is in agreement with the stated plan.

Student Signature: _____ Date: _____

Authorized by: _____ Date: _____

PAYMENTS MAY BE MADE BY BANK TRANSFER

WAFIF CHRISTIAN COLLEGE'S BANKING INFORMATION

Name: Worship and Faith International Fellowship

Bank: National Commercial Bank

Branch: St. Jago Shopping Centre, Spanish Town

Account Type: Current

Account Number: 471030783