



## Payment for non-EU/EEA degree and non-degree students

### 1. Who is required to pay tuition fees?

EU/EEA citizens are not required to pay tuition fees to enrol in degree programmes in Denmark as their tuition fees are financed by the Danish government. This includes the following countries: Belgium, Denmark, Finland, France, Greece, Netherlands, Ireland, Italy, Luxembourg, Portugal, Spain, UK, Sweden, Germany, Austria, Cypress, Estonia, Latvia, Lithuania, Malta, Poland, Slovakia, Slovenia, Czech Republic, Hungary, Bulgaria, Romania, Iceland, Liechtenstein and Norway.

All other countries are defined as non-EU/EEA countries, and as of 1 January 2008, their citizens must pay tuition fees at institutions of higher education in Denmark. However, the following non-EU/EEA citizens will continue to be exempt from paying tuition fees:

- Exchange students studying in Denmark in place of Danish students according to agreements between Danish universities and one or more universities abroad.
- Students with residential permits of indefinite duration or temporary residence permits with the possibility of obtaining permanent residence in Denmark.
- Students who have dual citizenship in both an EU country and a non-EU country.

### 2. Terms of payment

A tuition fee of 5.000 EURO must be paid in full per semester. It is not possible to pay in instalments (e.g. two instalments per semester). Students may also choose to pay for an entire academic year at once.

The tuition fee does not include board, study trips and materials for projects. Generally, payment is made for the normal workload of 30 ECTS per semester. If students who apply for admission at RASA fail to meet the payment deadline, (15 May), their application will be rejected.

Students who are enrolled at RASA are required to pay before 1 August for the autumn semester and 1 January for the spring semester. If they have not paid by then, they will receive a reminder. If students have not paid by semester start, they will be expelled from the school.

Paying students wishing to withdraw from their studies must submit an application in writing to the Study Administration no later than by the fixed payment due date to avoid paying tuition fees for that semester.

Paying students must submit an application for leave of absence to the Study Administration no later than 14 days prior to the payment due date in order to avoid paying tuition fees for that semester.

### **3. Instructions on payment**

#### **3.1 Transfer money**

The tuition fee has to be paid in EURO to the following bank account:

Registration number: 0216  
Account number: 4069022014  
IBAN: DK 6130004069022014  
SWIFT-BIC: DABADKKK  
Bank name and address: Danske Bank  
Girostrøget 1  
0800 Høje Taastrup

**Please remember to include your name with the payment and to get a receipt from the bank.**

#### **3.2 Payment and visa to prospect students**

Please note that a bank transfer can take up to five week days to get through to us. We therefore strongly recommend that you pay the fee as early as possible as your application for a residence permit cannot begin until the fee has been paid. All non-EU citizens need a valid residence permit for their studies at RASA – if you do not have a valid residence permit you cannot enrol in the study programme.

### **4. Refunds**

#### **4.1 No residence permit**

Students who have paid tuition fees, but who for various reasons (e.g. did not qualify for a residence permit) are prevented from studying at RASA, are entitled to receive a full refund of their tuition fees, excluding a 1% administration fee and bank charges, after 1 October.

#### **4.2 Withdrawal**

Students who drop out of their studies before 1 November of their first semester at RASA have the right to a refund of 50 per cent of their tuition fees, excl. bank charges, regardless of the reason for dropping out. Only students who submit a written withdrawal request to the Study Administration **no later than** 1 November/1 April of their first semester at RASA may receive a refund of 50 per cent of their tuition fees, excl. bank charges.

Students who have paid for a full academic year and who withdraw from their studies no later than 14 days prior to the start of the second semester of the academic year shall be entitled to receive a refund of the tuition fee, excl. bank charges, for the second semester.

#### **4.3 Serious illness**

In case of serious illness or death (self, partner or member of immediate family), it will be possible to apply for a refund of the tuition fees for the semester already

commenced. The application (including attached documentation) for a refund of tuition fees must be submitted in writing to the Study Administration no later than three weeks after the request to withdraw from studies has been submitted to the Study Administration.

#### **4.4 Other cases**

Students who drop out of their studies before 1 November of their first semester at RASA shall be entitled to receive a refund of 50 per cent of their tuition fees, excl. bank charges, regardless of the reason for dropping out. Only students who submit a written withdrawal request to the Study Administration **no later than** 1 November/1 April of their first semester at RASA may receive a refund of 50 per cent of their tuition fees, excl. bank charges.

#### **5. Subject to change**

The information in this document is subject to change, so please check that you have the latest edition of the document.