



جامعة العلوم والتقنية في الفجيرة
UNIVERSITY OF SCIENCE & TECHNOLOGY OF FUJAIRAH

USTF

Application and Registration Fees



I. Application and Registration Fees

The application and registration fee for undergraduate programs and Professional Diploma in Teaching is AED 1,300. The fee should be paid in cash in one installment upon registration, and is not part of the tuition. The application and registration fee is non-refundable, except when the application is rejected in which case an amount of AED 1,000 will be refunded to the student. A student who wishes to apply for transfer from another accredited institution will pay a non-refundable fee of AED 500. This fee shall be considered part of the application and registration fees if the student is admitted in University of Science and Technology of Fujairah.

Students admitted to the Dentistry program are required to pay a seat reservation deposit as stated in the table below. This deposit is non-refundable and non-transferable and must be paid before the deadline stated on the letter of admission. This deposit is deductible from the student's tuition once the applicant joins the University. If the student asks to defer admission to the following semester and the request is approved, the deposit will be applied to the following semester.

Program	Deposit (AED)
Doctor of Dental Surgery	8000

#	College	Degree	Total CRHs	Fee per one CRH	Average Cost per Year *	Average Cost per Semester *
1	Dentistry	Bachelor of Dental Surgery	200	2,000	88,300	44,150
2	Pharmacy and Health Sciences	Bachelor of Pharmacy	167	1,500	55,300	27,650
3	Engineering and Technology	B. Sc. in Electrical Engineering / Electronics and Communication	142	1,300	50,500	25,250
		B. Sc. in Electrical Engineering / Power and Renewable Energy	142	1,300	50,500	25,250
		B. Sc. in Information Systems / Project Management	123	950	34,000	17,000
		B. Sc. in Information Technology / Cyber Security	123	950	34,000	17,000
		B. Sc. in Information Technology / Data Analytics	123	950	34,000	17,000
		Bachelor in Interior Design	134	1,300	50,850	25,425
4	Business Administration	Bachelor of Science in Management	126	950	32,000	16,000
5	Humanities and Science	Bachelor of Arts in Sociology and Social Work	126	1,025	33,000	16,500
		Bachelor of Arts in Psychology	126	1,025	33,000	16,500
		Bachelor of Arts in Mass Communication / Public Relations and Advertising	126	1,025	35,000	17,500
6	Law	Bachelor of Law	132	1,100	37,000	18,500

*We offer different types of Fee waivers and scholarships: Up to 30% for all New and Continuing students**, 5% - 20% for Siblings, 100% for program best performers, 50% -100% for top students from secondary schools of Fujairah emirate, other seasonal discounts etc.

*Includes the fee rate per credit hour and additional fees as applicable to each registered course (i.e. lab, tutorial, project). Excludes books, hostel, and transportation fees.

** Terms and Conditions apply.

b. Laboratory, Clinic and Studio Fees

Students registered in the programs offered by the College of Dentistry, College of Pharmacy and Health Sciences, and Bachelor of Interior Design pay a flat semester fee for specialized laboratory sessions and clinics as shown in the table below:

	Dentistry			Pharmacy	Interior Design
	1st -3rd year	4th and 5th years			
Fees	AED 4,000	Clinics	Productive Lab		
		AED 6,000	AED 3,000	AED 2,600	AED 1,500

This fee doesn't include lab fees of courses of proposed sequence of study (study plan) offered by other college.

Students registered in the program of Bachelor of Arts in Mass Communication will pay a studio fee of AED 1,025 per semester for each registered course having Radio /TV session.

c. Orientation Service Fee

New students pay a fee of AED 1,150 for the Orientation Service, which is to be taken during the first semester of enrolment

3. Additional Fees

- Additional lab fee for each registered course having lab sessions offered by colleges other than College of Dentistry and College of Pharmacy and Health Sciences: AED 650
- Additional fee for courses having a tutorial session: AED 550
- Additional fee for graduation project courses in the Information Technology and information System programs: AED 600
- Additional fee for graduation project courses in the Electrical Engineering Program: AED 550
- Additional fee for internship courses: AED 800
- Student service fee per semester: AED 300
- Application fee for an incomplete course: AED 500
- Reference letter: AED 30
- Extra copy of the academic transcript: AED 100
- Grade grievance application: AED 100
- ID card, per academic year: AED 25
- Additional fee of AED 500 per each registered course taken as independent studies.
- AED 200: penalty for each bounced cheque.

The University may and reserves the right to increase the tuition and other fees up to 10% per an academic year when deemed necessary.

- 5% VAT will be added to all the above-mentioned fees

4. Payment Terms

A student should pay AED 4,000 in advance as a deposit in order to register in fall/spring semesters (AED 2,000 in summer session).

Upon registration, the student should pay the tuition fees in full within two weeks from the end of the add/drop period. The Office of Finance has the right to take the necessary action against any student who has not settled their due balance of tuition fees, including suspension of registration and ineligibility to attend exam sessions.

The student has an option to settle tuition fees in (3) three monthly installments by providing postdated cheques. To get this privilege, the student should obtain the Office of Finance's approval after filling out the required form. This option is valid for Spring and Fall semesters only.

Tuition for summer semester should be paid in one installment within (2) two weeks from the end of the add/drop period.

Graduate students registering for Master Thesis will pay 50% of the applicable fee upon registration and 50% in the following semester.

Payments to USTF are accepted in the following forms:

- Cash: Denomination of UAE Dirhams, GCC currencies and USD
- Cheque: current and post-dated, UAE Dirhams cheques drawn on UAE Bank*
- Postdated cheques are subject to Office of Finance's approval.
- Credit Cards: Visa, Master, American Express and Diners Club.
- Direct deposit and bank transfer to:

***Bank Name: Abu Dhabi Islamic Bank**

Branch: AL Fujairah

Account Name: University of Science and Technology of Fujairah

IBAN: AE 12050000000010270215

SWIFT: ABDIAEAD

The student's name and University ID number (if available) must be mentioned in all deposits and transfers

Please scan the deposit slip or transfer confirmation and e-mail them to: finance@ustf.ac.ae or fax them to: +971 92243134.

For further finance-related inquiries, please contact the Student Accounts on:

- Female section teller: 00971 92023652
- Male Section teller: 00971 92023653
- e-mail: finance@ustf.ac.ae

Each bounced cheque will be subject to a penalty of AED 200

5. Refund Policy

a. Add/Drop Period

During the add/drop period students may add or drop courses without incurring charges. If a student adds one or more course(s) during the add/drop period, he/she must pay additional fees for the added course(s) at the time of submitting the application, otherwise the application will be rejected.

If a student withdraws from one or more courses during the add/drop period, the fees of the dropped course(s) will be refunded only after the end of the add/drop period. Alternatively, the student may request that the amount be credited to his/her balance for the following semester.

A student may withdraw from one or more course(s) after the end of the add/drop period, provided he/she remains registered in at least three courses during that semester. In this case, the student does not have the right to claim any refund for the fees of the withdrawn courses.

b. Suspension of Registration

During the add/drop period a student may submit an application for suspension of registration for one or a maximum of two consecutive semesters. The application should be submitted to the Office of Admission and Registration. In this case, the full amount of any fees paid shall be credited in full to the student's account for the following semester, or refunded one week after the submission of the refund application to the Student Account Officer (at the Office of Finance).

If the student submits an application for suspension of registration for one or two semesters during the two weeks following the end of add/drop period, he/she shall be entitled to only 50 percent of the tuition fees of the semester in which he/she submits the application for suspension.

If the student submits an application for suspension of registration after the end of the two weeks following the add/drop period, he/she will not be entitled to claim a refund of any part of the tuition fees of the semester in which he/she submits the application for suspension.

If a student wishes to reclaim any amount from a credit balance, he/she must fill in an Application for Refund Form and submit it to the Student Account Officer (at the Office of Finance) after the end of the add/drop period. A cheque payment will be prepared within one week from receiving the application. If the student fails to do this, the amount will be credited to the student balance for the following semester.

c. Withdrawal from the University

During the add/drop period, the student may submit an application for suspension of registration and withdrawal from the University. The application should be submitted to the Office of Admission and Registration. In this case, the student is entitled to a full refund of tuition fees paid for the semester in which he/she submits the application for withdrawal. The refund will be made one week after the submission of the application for refund to the Student Account Officer (at the Office of Finance).

If the student makes an application for suspension of registration and withdrawal from the University within the two weeks following the end of the add/drop period, he/she is entitled to a refund of only 50 percent of the tuition fees for the semester in which he/she submits the application. The student shall not be entitled to claim a refund of any part of the tuition fees if the application for suspension of registration and withdrawal from the University is made more than two weeks after the end of the add/drop period.

D. Disciplinary Dismissal

A student who is dismissed from the University for disciplinary reasons is not entitled to any refund of tuition fees of the semester of dismissal.

6. Tuition Fee Waiver and Scholarships

a. New students

New students are entitled to a waiver of 20 percent of the tuition fee for the courses in which they register in the first semester of their study, after fulfillment of the English proficiency requirements, if:

- The student obtains a minimum grade of 95 percent in secondary school final examinations (for the College of Dentistry and College of Pharmacy and Health Sciences programs)
- The student obtains a minimum grade of 90 percent in secondary school final examinations (for all other colleges)

b. Continuing Students

Continuing students are entitled to a reduction of 20 percent of their tuition in a regular semester if they have obtained a GPA of 3.8 or higher out of 4.0, and completed successfully at least 15 credit hours during the previous semester.

Continuing students are entitled to a reduction of 10 percent of their tuition in a regular semester if they have obtained a GPA of (3.6 to 3.79) out of 4.0, and completed successfully at least 15 credit hours during the previous semester.

The university reserves the right to amend the secondary school grade or semester GPA required by students to be entitled to tuition fee reduction.

c. Sibling Fee Waiver

All sibling students and first degree relatives (parents and full siblings) registered in any undergraduate program are eligible for a fee waiver from 5% to 20% according to their order of registration in the same semester (excluding the summer session), after submitting a request with copies of their passports to the Office of Scholarship and Financial Aid. This fee reduction is not subject to the AGPA condition. It is applicable as follows:

Sibling	Waiver Rate
First	5%
Second	10%
Third	15%
Fourth and above	20%

d. Performance Fee Waiver

Exemptions (100%) from tuition fees shall be granted to the top the first academically outstanding student in each program during each regular semester, in accordance with the following regulations:

The following requirements should be met to be eligible for the discount:

- To have completed 60 credit hours at University of Science and Technology of Fujairah.
- If two eligible students have the same CGPA, preference is given to the student who has completed more credit hours.
- In the event of two eligible students having the same CGPA and completed the same number of credit hours, preference is given to the student with the highest CGPA in the last semester.
- The number of credit hours completed should commensurate with the number of academic years spent by the candidates at USTF.
- The list of colleges' top achievers is approved by the Office of Admissions and Registration and the Vice Chancellor for Academic Affairs.

e. Top Secondary School Students Waiver

The top three students from secondary schools within the Emirate of Fujairah are entitled to a fee waiver in the first semester of their study only, as follows:

- 100% for the first top student
- 75% for the second top student
- 50% for the third top student

Discount above will be continued following academic years, but the semester grade shall not be less than 3.8

General Notes

- Tuition waiver is applied to tuition fees, for Credit Hours only, during fall and spring semesters. Summer semester is excluded.
- if a student meets more than one of the above, i.e. conditions of fee waiver or scholarship, she/he will not be entitled to benefit from more than one fee waiver at the same time. In this case, the student will be granted the higher fee waiver. All fee reductions will be granted on the condition that the student satisfies the English proficiency requirement before the end of the Add & Drop period in the first semester of their enrollment.
- All fee reductions will be granted on the condition that the student satisfies all admission requirements stated by the Ministry of Education in United Arab Emirates, like English and Arabic proficiency requirements, before the end of the Add and Drop period in the first semester of their enrollment.
- 5% VAT will be added to all tuition fees

7. Accommodation Fees (Female)

Room Type	Fall / Spring Semester	Summer Semester	Daily Rent
Single Studio	17,325	5,775	200
Big Room	13,080	4,100	160
Small Room	11,550	3,700	140
Big Double	6,540	2,155	80
Small Double	5,775	1,965	70
Triple	4,360	1,435	--