FMR Conv			



## CONFIRMATION FORM

tudent Name: tudent No.:		
	Policy on Con	firmation Fee
	firmation Fee of PhP 7,000.00 shall be paid upo ? 7,000.00 is not refundable but shall be credited to	on confirmation of slot. For students who will confirm and enroll, the the student's tuition fee.
	ide to withdraw from the University at any time after s, the Confirmation Fee is deemed forfeited.	confirmation or after enrollment, before the start of classes, or at any time
<ol> <li>He submits a</li> <li>He has paid a</li> <li>He has under</li> </ol>	rgone the Physical Examination and was issued a "F	tit to Study" certification by the UA&P-accredited clinic.
	Ag	reement
e Policy on confirmat	tion fee and tuition fee as stated above and on the versity at any time after confirmation or after enroll	ific for the first semester of school year 2017-2018. I have read and accept reverse side of this confirmation form. I am aware that should I decide to ment, or before the start of classes, or at any time after the start of classes,
		For FMR use only:
Studen	nt:	Date:
	Signature Over Printed Name	Amount Paid:
Concurred:		O.R. No.:
Parent/Guardia	Signature Over Printed Name	_
CUT HERE UA&P UNIVERSITY	OF Asia and the Pacific	
UA&P UNIVERSITY		
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### University of Asia and the Pacific

REFUND POLICY

Confirmation Fee: Should the student decide to withdraw from the University at any time after confirmation or after enrollment, before the start of classes, or at any time after the start of classes, the Confirmation Fee is deemed forfeited.

#### Tuition & Miscellaneous Fee:

a.All withdrawal of enrollment to be valid must be done in writing. The effectivity date of the withdrawal is based on the date the letter was received by the Registrar's Office.

b.If the student has paid the pertinent tuition and other fees in full or for any period longer than one month but he voluntarily and in writing withdraws from the university, transfer to another university, go on Leave of Absence (LOA), or drops a subject he enrolled in within two (2) weeks after the beginning of classes, he shall be entitled to a refund of tuition and/or other fees based on the following schedule:

within the first week of class -75% refund within the second week 50% after the second week no refund

c.If the student withdraws his enrollment, in writing, after the second week of classes, he is not entitled to any refund.

d. The tuition fee refund policy shall apply even if the student has not attended classes.

Ref.: Reg 102/2010; MAN 257/2009 Education Law, Art XX

SY 2017-2018

# University of Asia and the Pacific REFUND POLICY

**Confirmation Fee:** Should the student decide to withdraw from the University at any time after confirmation or after enrollment, before the start of classes, or at any time after the start of classes, the Confirmation Fee is deemed forfeited.

#### Tuition & Miscellaneous Fee:

a.All withdrawal of enrollment to be valid must be done in writing. The effectivity date of the withdrawal is based on the date the letter was received by the Registrar's Office.

b.If the student has paid the pertinent tuition and other fees in full or for any period longer than one month but he voluntarily and in writing withdraws from the university, transfer to another university, go on Leave of Absence (LOA), or drops a subject he enrolled in within two (2) weeks after the beginning of classes, he shall be entitled to a refund of tuition and/or other fees based on the following schedule:

within the first week of class

'75% refund

within the second week

'50%

within the second week after the second week no refund

c.If the student withdraws his enrollment, in writing, after the second week of classes, he is not entitled to any refund.

d. The tuition fee refund policy shall apply even if the student has not attended classes.

Ref.: Reg 102/2010; MAN 257/2009 Education law, Art. XX

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