

**THE AMERICAN INSTITUTE
OF MANAGEMENT AND
SCIENCE UNIVERSITY
GROUP I**

UPDATED FOR 2022-2023



TUITION AND FEES FOR THE SHORT PROFESSIONAL/CAREER COURSES

TUITION & FEES	US\$
<ul style="list-style-type: none"> Admission Application Fee \$30.00 (NON-REFUNDABLE) 	
<ul style="list-style-type: none"> One-Payment USD \$540 	<ul style="list-style-type: none"> Two-Payments USD \$300

It is optional to purchase the Airline Course Manual And Study Guide. This fee does not cover the course manual. The price for the Airline Course Manuals is \$45.

OTHER INFORMATION REGARDING TUITION AND FEES

- A College Year Is 8 Months: January – July; September – March; and May – December
- New Cohorts Are Starting: September AND October (Fall), January AND February (Spring), and May AND June (Summer).
- Distant Learners can start on the first week of any month.
- FRESHMAN SCHEDULE:** fill out the online admission application form; attend RSVP information session; pay the application fee; online placement test; receive the offer of a place; pay the holding fee; and submit all required documents such as ID, proof of qualification, birth certificate, sign and submit two Financial And Enrollment Agreements, and one passport-size photograph; attend the four-days of referencing and term-paper induction; receive the acceptance letter; and register for classes.
- Holding fee is **NOT** an additional charge/fee.

Financial And Enrollment Agreement Between The American Institute Of Management And Science University Group And The Student And Parent/Financier

Terms of Financial Agreement

1. REFUND RULES: Refund Request Forms are available on the enrolment page at aimuniversitygroup.org. All Refund requests must be submitted in writing to enroll@aimuniversitygroup.org before the start of week three of the new College Year. The refund amount is calculated on the annual tuition and not the amount that you deposit. The payment plan that you are using provides the annual tuition used in the refund calculation. The refund period is calculated from the date that the semester started, and not the date that you commenced classes.
2. The Refund/Withdrawal Policy specifies that: The \$30 Application fee AND \$250 Holding Fee are non-refundable and non-transferable. Tuition paid by the student includes tuition and holding fee. Two weeks before the start of the semester and up to the end of week one, 90% of the annual tuition (less the holding fee) is refundable. In week two of the semester, 50% of the annual tuition (less the holding fee) is refundable. At the start of week three of the semester, 0% of the annual tuition is refundable. Example, you are on the **two-part payment** and requested a refund **one week** prior to the start of class. The published Tuition is due before you start the semester at beginning of a new school year.
3. **SCHEDULE OF PAYMENT FOR STUDENTS ENTERING FALL (SEPTEMBER): Full (August 15); Two (August 15 & November 26);**
4. **SCHEDULE OF PAYMENT FOR STUDENTS ENTERING FALL (OCTOBER): Full (September 15); Two (September 15 & December 2);**
5. **SCHEDULE OF PAYMENT FOR STUDENTS ENTERING SPRING (JANUARY): Full (December 20); Two (December 20; & March 26);**
6. **SCHEDULE OF PAYMENT FOR STUDENTS ENTERING SPRING (FEBRUARY): Full (January 26); Two (January 26; & April 15);**
7. **SCHEDULE OF PAYMENT FOR STUDENTS ENTERING SUMMER (MAY): Full (April 15); Two (April 15 & July 26);**
8. **SCHEDULE OF PAYMENT FOR STUDENTS ENTERING SUMMER (JUNE): Full (May 26); Two (May 26 & August 15);**
9. Please read this financial and enrolment agreement before signing. Where any information is unclear, please request clarification at Enroll@AimUniversityGroup.Org
10. Management reserves the right to deregister you from the program after 60 Days for failure to meet the same terms.
11. Signing below indicates acceptance of ALL the terms included.
12. Students under 18 years must have an adult sign as the Financier.
13. Submit a valid ID for all the Signees on this agreement.
14. Students MUST return this Financial And Enrolment Agreement fully signed, with valid IDs, And the \$250 Holding Fee. Go back to the email to upload these documents.
15. Name Of Student: _____
16. Student's Signature: _____
17. ID Number for Student: _____
18. Date Of Signing: _____ (Student)
19. Signature Of Financier/Guardian: _____
20. ID Number for Financier/Guardian: _____
21. Date Of Signing: _____ (Financier/Guardian)
22. Staff Witness Signature: _____
23. Date Of Signing: _____ (Staff Witness)