

Fees and Fines Regulations

1. Version

- (a) These Regulations came into force on 1 February 2024.
- (b) The previous version came into force on 1 February 2018.

2. Authority

The Tumu Whakarae | Vice-Chancellor holds authority for these Regulations and in exceptional circumstances on evidence provided, may alter the fees or fines levied on an individual student or vary the fees for a group of students as delegated by the Kaunihera | University Council.

3. Enrolment Fees

- (a) A student must pay tuition fees on the basis of each and every course they enrol in, except when enrolling in a Special Fees Programme where an overall fee is levied.
- (b) Courses are assigned to fee bands as set out in *Section 1: Tuition Fees*, to these Regulations.
- (c) Tuition fees cover the enrolment period; from the official start date of the course until the end of the examination period for taught courses.
- (d) A student becomes liable for all fees upon accepting an Enrolment Agreement.
- (e) Tuition fees are due at the beginning of the enrolment period. If the fees are not paid, or suitable payment arrangements made, by the due date noted in the invoice for payment then a default in payment will be registered.
- (f) Where a student has not accepted their Enrolment Agreement on or before the first official course start date, a late enrolment fee will be applied.
- (g) Where a pre-enrolled or enrolled student makes an addition to their programme of study then they become liable for the additional fees when the change of enrolment application is approved.
- (h) Where a student withdraws from a course during the Change of Enrolment period they may become eligible for a full refund of the tuition fees for that course when the change of enrolment application is approved.
- (i) A student must pay the non-tuition fees for specific courses as set out in *Section 2: Non-tuition Fees*, to these Regulations.
- (j) A student must also meet any other expenses necessary to attend a class, including excursions and fieldwork or similar activity, or expenses necessary to complete an assessment.
- (k) The non-tuition fees and other course related expenses are non-refundable.

4. Tuition Fees and Related Expenses for Research Courses

- (a) Courses are assigned to fee bands as set out in *Section 1: Tuition Fees*, to these Regulations.
- (b) The tuition period ends on the last day of the month in which the thesis is submitted or the student withdraws from the course. A student is eligible for a full refund of the remaining portion of their tuition fee for the thesis course in whole months only.
- (c) A student is eligible for a full refund for any whole month periods when on an approved suspension of their studies. Application must be made in advance, eligibility for a fee refund for retrospective suspension is not permitted unless applied for within the current calendar year and for exceptional circumstances.
- (d) Students who are approved part-time study for Doctoral, Masters and Dissertation research will be charged at a rate of 65 per cent of the full-time equivalent fee.

5. International Student Fees

- (a) All students of international status must pay tuition fees at the international rate, as specified in the Schedule to these Regulations, except:
 - i. where a student is on an approved reciprocal exchange programme covered by a formal exchange agreement, then they will pay tuition fees to their home university, not to Te Whare Wanga o Waitaha | University of Canterbury; or
 - ii. where they are a PhD student resident in Aotearoa New Zealand, then they will pay the domestic

- i. provide evidence of their changed status prior to the start of the next teaching period or semester (whichever is shorter); or
 - ii. in the case of a research course this will be before the end of any month.
- Any potential refund in the difference in fees (international to domestic) will only be considered:
- a. once the actual Resident Visa is presented to Student Services; and
 - b. will only apply to teaching periods/courses yet to commence.

6. Student Service Levy

A student will pay the compulsory Student Services Levy as set out in Schedule 3: Services Fees, to these Regulations. All Student Services Levy collected is used to directly benefit students.

Students pay an amount per point of study which is capped at 150 points per annum. Distance, Extramural and O shore students are charged at 20% of the full levy fee.

7. Other Fees

A student must pay all other fees as set out in *Schedule 3: Service Fees* to these Regulations on a user pays basis for any other goods or services.

8. Fines

- (a) All fines are set out in *Schedule 4: Fines*, to these Regulations.
- (b) If the fees are not paid, or suitable payment arrangements made, by the last due date noted in the invoice for payment then a default in payment will be registered.

9. Default in Payment of Fees or Fines

- (a) Any default, delay or failure to pay fees (other than tuition fees) or fines by the due date will result in all of the following actions:
 - i. examination results will not be released;
 - ii. conferment of qualifications will be withheld;
 - iii.

Schedule to the Regulations for Fees and Fines

Effective for 2025. Fees were correct at the time of print and students are advised to consult the website for the latest information.

Schedule 1: Tuition Fees

Part A: Fee Bands: Domestic student fees (per 120 points)



Master of Health Sciences Professional Practice	180	45,700
Master of Social Work	120	32,400
Master of Social Work (Applied)	240	64,800
Postgraduate Certificate in Clinical Teaching	60	16,200
Postgraduate Certificate in Health Sciences	60	21,900
Postgraduate Diploma in Health Sciences	120	43,800
Te Kaupeka P tāiao Faculty of Science		
Master of Applied Data Science	180	62,100
Master of Disaster Risk and Resilience	180	62,100
Master of Speech and Language Pathology	240	82,800
Master of Water Resource Management	240	87,600
Professional Master of Engineering Geology	180	62,100
Postgraduate Diploma in Applied Data Science	120	36,400

* Not open to new enrolments.

Schedule 2: Compulsory Course Costs

Part A: Funded by Student Loan

Description	Fees (\$NZ)
Te Kaupeka Toi Tangata Faculty of Arts	
COMS233 Field Trip and Courtroom Fieldwork	117
COMS330 Marae visit	200
COMS331 Fieldwork	335
COMS332 Fieldwork	270
COMS450 Field Trip	129
FINA101 Fine Arts intermediate materials	336
FINA102 Field Trips	86
FINA103 Fine Arts intermediate materials	509
POLS103 Field Trip	59
POLS216 Field Trip	235
POLS304 Field Trip	235
POLS440 Field Trip	244
POLS441 Field Trip	244
SENS101 Field Trip	109
SENS201 Field Trip	109
Te Kaupeka P hanga Faculty of Engineering	
ENCH295 Chemical Engineering Professional Practice	473
ENCN213 Civil Engineering Workshop	261
ENEL200 Electrical - Mech Engineering Workshop	190
ENFO204 Forestry Workshop	261
ENFO410 Compulsory Fourth Year Field Trip	272
ENGE411 Field Trip	40
ENGE417 Field Trip	216

ENME202 Mechanical Engineering Workshop	578
ENME405 Field Trip	102
FORE141 Field Trip	143

Schedule 4: Fines

Description	Fine (\$NZ)	Max Fine (\$NZ)
Behavioural Misconduct and Academic Misconduct		
Examination – Breach of Instructions		125
Proctors Fine		500
Misconduct Committee Fine		5,000
Library		
1 Day loan (per day or part thereof)	3	60
3 Day loan (per day or part thereof)	3	60
1 hour loan (per hour or part thereof) (15 minutes grace)	3	60
3 hour loan (per hour or part thereof) (15 minutes grace)	3	60
Recall fine rate (per day or part thereof)	3	60
Lost item (per item)	Replacement cost-	
Facilities and Estate		
Parking - Clamping (per offence)	53	159