

AGA KHAN UNIVERSITY
Guidelines, Policies and Procedures

Policy Name	Students with Outstanding Accounts with the University
Policy #	024
Approved by	Vice President, Finance and Chief Financial Officer; University Provost and Vice President Academics.
Date of Original Approval	February 28, 2013
Date of Revisions	December 2022
Contact	Finance Office

1.0 INTRODUCTION

1.1 This policy is applicable to all University students except for those who are sponsored by an AKU-approved Memorandum of Understanding / Agreement.

2.0 SCOPE

2.1 Payment of tuition and fees in a timely manner to continue in the programme is a responsibility of the student.

2.2 Any tuition and fee balances to be paid by a student after receiving financial assistance and scholarships may be paid in monthly or quarterly instalments in consultation with the finance office.

2.3 A student will be permitted to continue studies, write examinations, and submit assignments until the term/semester for which tuition and fees have been paid in full.

2.4 Results of examinations and assignments will be available for term/semester for which tuition and fees have been paid in full.

3.0 Students with Outstanding Accounts

3.1 A student with an outstanding account with the University:

3.1.1 Will not be enrolled for the following academic year/term or semester as applicable, until applicable tuition and fees are paid, or an acceptable payment plan is approved by the Finance office.

4.0 RELEASE OF DOCUMENTS

4.1 The Office of the Registrar will only provide services or release required University documentation upon receipt of written correspondence from the Finance Office stating that all fees have been paid or satisfactory arrangements have been made.