

Fees are due prior to the start of classes. All students are to be guided by the policy outlined below:

- Full payment of tuition and fees is required upon registration for all programmes. Students who do not submit full payment are not registered. Arthur Lok Jack Graduate School of Business does not offer an installment or deferred-payment plan.
- Students applying for the programmes that qualify for government funding are required on registration to walk with the required documentation to complete the Government Assisted Tertiary Education (GATE) form. Students who fail to do so will not be registered.
- Students can pay with cash (limited to \$5,000.00), personal cheques (long term programme only), certified cheques or Linx.
- Students whose cheques are returned unpaid by the bank may not use personal cheques for payments at the Arthur Lok Jack Graduate School of Business for one year.
- Cheques will not be accepted from students who have previously stopped payment on cheques. Stopping payment on cheques is not a valid method of withdrawing from classes.
- Financial delinquency. Students registering for courses must be in good financial standing with the Arthur Lok Jack Graduate School of Business. Any outstanding balance has to be cleared before a student is allowed to register. Degree and certificate candidates must be in good financial standing with the Arthur Lok Jack Graduate School of Business to graduate. The Arthur Lok Jack Graduate School of Business reserves the right to withdraw students from their classes in cases of financial delinquency. In such instances, students are responsible for all tuition and fees.