

MISCELLANEOUS FEES

Purpose of Fee	Amount (incl GST where applicable) (S\$) and When Payable
Instalment Fee	\$53.50 - Payable for each course fee instalment
Late payment fee	\$25.00 per day until payment is made
Replacement of student ID	\$25.00 - Payable upon order of replacement ID
Replacement of door access card	\$50.00 - Payable upon receipt of door access card
Student pass renewal fees	\$53.50 - Administration fee \$30.00 - ICA processing fee \$60.00 - ICA issuance fee (payable upon approval)
Processing fee	\$53.50 - Payable upon submission of request for transfer, deferment or conversion; or when amendments to original contract are required due to re-module, extension or changes to instalment schedule
Course transfer fee	\$642.00 - Payable upon approval of request
Course deferment fee	\$428.00 - Payable upon approval of request
Course conversion fee	\$428.00 - Payable upon approval of request
Course re-module fee	\$38.52/hr - Payable one week before re-module commencement
Re-schedule an assessment	\$428.00 - Applicable for assessment involving external assessors and payable upon approval of request
Appeal assessment results	\$107.00 - Payable upon submission of appeal. Will be refunded if the appeal is successful
Library fees	\$1.00 - Payable per book for every day late after due date or every day of extension excluding weekends
Equipment loan fees	\$3.00 - Payable per item for every day late after due date or every day of extension excluding weekends
Repair/Replacement of books or equipment	Variable - Dependent on value of book or equipment that is lost or damaged

Miscellaneous Fees refer to any non-compulsory fees which the students pay only when applicable. Such fees are normally collected by the PEI when the need arises.