



IMU EDUCATION SDN BHD

(Co No : 237397-W)

No.126, Jln Jalil Perkasa 19, Bukit Jalil, 57000 Kuala Lumpur, Malaysia.

20th January 2015

Dear Students/Parents/Guardians,

NOTIFICATION: Revised Fee Payment Policy

The University would like to inform all students, parents and guardians that the revised Fee Payment Policy will take effect from **1 JULY 2015**.

Highlighted below is a general overview of **some of the changes** introduced by the revised Policy for your immediate attention:

INSTALLMENT PAYMENT OF TUITION FEES

Under the revised Policy, two-installment payment of semester fees is **no longer** available for:

- a) Medicine,
- b) Dentistry,
- c) Masters in Science (Taught or by Research),
- d) PhD,
- e) Foundation programmes,
- f) Programmes with academic period equal to or less than 3 months.

With this amendment, new and existing students studying in these programmes a) to f) with intakes starting on or after 1 July 2015 will make payment of the **semester fees in full** before commencement of semesters.

SHORTENING OF INSTALLMENT PERIOD

The qualifying Pharmacy and Health Sciences programmes will continue to pay fees in 2 installments, however the duration of the two installment payments will be one (1) month apart **instead** of two (2) months. This will apply for both existing students and new students commencing on or after 1 July 2015.

SUSPENSION (temporary debarment)

Suspension will apply to students with outstanding fees immediately after payment due date has lapsed. Students who are suspended will be, inter alia, barred from access to the University and its learning resources as. The suspension is in the existing policy.

The University has added in the revised policy that continuous suspension for 2 weeks from payment due date will lead to de-enrolment.

Suspended students (due to non-payment of fees only) are given opportunity to make full settlement of outstanding fees with an administrative charge of **RM500** within 1 week from payment due date; after which suspension will be removed.

DE-ENROLMENT

Suspended students with continuous outstanding fees for up to two (2) weeks and beyond will be automatically **de-enrolled** from their semesters.

TERMINATION

New students (studying in Semester 1) who have been suspended due to outstanding fees and remain as de-enrolled for a period of two (2) weeks and existing students (studying in Semester 2 onwards) who have been suspended due to outstanding fees and remain as de-enrolled for a period of one (1) year will be **terminated** by the University.

GENERAL OVERVIEW ONLY

The above is issued by way of general explanation of some highlights only, attached herewith is the full revised Fee Payment Policy for your further reference and understanding. In the event of any conflict between the general explanation in this letter and the terms and conditions of the revised Fee Payment Policy, the terms and the conditions of the revised Fee Payment Policy shall prevail.

Should you have any enquiries or need for assistance, please consult the University Student Services Hub at Ground Floor of Bukit Jalil Campus, email: ssdhub@imu.edu.my, tel: 603-2731 7708.



Christy Chiu Lai Heng
Vice President, Finance & Administration
INTERNATIONAL MEDICAL UNIVERSITY
IMU Education Sdn. Bhd.