

POLICY CONCERNING THE REFUND OF TUITION FEES

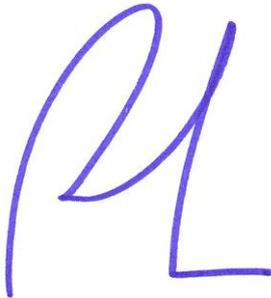
University Master Degree in Hotel Management

The School of Tourism and Hospitality Management Sant Ignasi is a private non-profit center, integrated into Ramon Llull University, supported by revenues generated from its academic activity. The undergraduate and graduate programs are granted limited places within the university system, so the assignment of these criteria requires social and fiscal responsibility.

1. In the event of a student being refused a visa by the Spanish Embassy before arriving to Spain before the program begins, all tuition fees paid will be refunded to the student except for an administrative fee of 500 € upon receipt of the visa refusal letter.
2. If a student has received a conditional acceptance which requires him/her to obtain a high school diploma, Bachelor Degree or English Language Test, and the test results prove to be insufficient, meaning the student is not admitted on the program, then MHM will keep the administrative fees (500€) but refund any tuition fees paid. It is essential that the student show the original official certification with the result for refund of payments made.
3. In the event of a student no longer wanting to participate on the program, and on the condition that MHM is informed at least 6 months before the official start of the program, all tuition fees paid will be refunded to the student except for an administrative fee of 500 €
4. In the event of a student no longer wanting to participate on the program, and on the condition that MHM is informed between 6 and 4 month, before the official start of the program, the following penalties will apply:
 - the student administrative fees of 500 € will be retained by MHM
 - the 50% of the total amount paid will be retained by MHM
5. In the event of a student no longer waiting to participate on the program, and if the minimum notice period of 4 months before the official start of the program is not respected, no tuition fees will be refunded.
6. If a student does not turn up on the first day of the program and does not give prior warning that he/she will not be participating on the program no tuition fees will be refund.
7. If a student wishes to leave the program on or after the first day of the first semester, no tuition fees will be refunded.
8. In the event that a student does not attend, or has to leave the program before the end due to unforeseen circumstances (death, accident or serious illness), a specific committee will examine each case on an individual basis.

9. In the event of exclusion from the program or from the school/s or non-validation of the degree, no tuition fees will be refunded.

10. Any tuition refunds will be made either by bank transfer directly to the student's bank account. The student will pay all corresponding bank charges, commissions and losses according to the exchange rate. Under no circumstances will the administrative fees be reimbursed to a student.



Ricard Santomà
Dean
School of Tourism and Hospitality Management Sant Ignasi