


Category	Graduate Studies	Policy Number	ACA-GRA-102	 جامعة زايد ZAYED UNIVERSITY
Distribution	External	Version	2.0	
Responsible Office	Provost	Policy Owner	Graduate Studies	
Date Approved	24 June 2020	Effective Date	1 August 2020	
Date Last Reviewed	15 June 2020	Due Date for Next Review	15 June 2023	

POLICY

Graduate Student Tuition and Fees

1. Purpose

This policy ensures that the regulations regarding payment of graduate tuition and fees will be conducted equitably and in a manner that is consistent with the laws and standards of the university.

2. Scope of Application

This policy applies to all graduate students at Zayed University.

3. Policy

3.1 Zayed University will assess a tuition fee on a Credit Hour (CH) basis for each graduate program offered.

3.2 The number of CH used to charge tuition per course is equivalent to the number of CH of the course unless it is indicated otherwise.

3.3 The university may opt to provide specific academic services on a fee basis.

3.4 Graduate program tuition and fees must be paid according to the approved Schedule of Graduate Tuition and Fees and Schedule of Payments.

3.5 A graduate student with outstanding financial obligations will be placed on financial hold by the Financial Resources Department, which may lead to the student's inability to continue studies, cancellation of registration or dismissal from the program.

3.6 The ultimate responsibility for payment of tuition and fees rests with the student.

3.7 The university reserves the right to change any fee related to graduate programs. However, all changes are announced and published on the university's website with an effective date.

3.8 Tuition and fees approved by the University Council are charged to graduate students as specified in the Schedule of Graduate Tuition and Fees.

4. Related Policies and Laws

ACA-GRA-101 Graduate Admission to Zayed University

ACA-GRA-103 Graduate Student Financial Support
ACA-GRA-201 Graduate Student Enrollment and Registration
SUP-FIN-17 Accounts Receivable and Bad Debts Management

5. Administration

This policy is administered by the Graduate Studies Deanship.

6. Revision History

Date	Revision
9 November 2022	Administrative change: <ul style="list-style-type: none">Updated information header to be in line with new format required for new Policy Library.
28 June 2020	President's Decree issued (PD#34 of 2020) (Version 2.0).
24 June 2020	Approved by the University Council. Revisions (already approved by CAA): <ul style="list-style-type: none">Appendix A Table 1: Changed degree program name to Master of Judicial and Legal Studies (from Master of Judicial Studies);Appendix A Table 1: Updated the number of credit hours and the subsequent cost per CH for Master of Judicial and Legal Studies, and Master of Science in Information Technology.
2 October 2019	Administrative change: updated the policy numbers
11 June 2019	Approved by the President (PD#17 of 2019) (Version 1.0).
22 February 2019	New policy drafted

Attachment:

- Appendix A: Schedule of Graduate Tuition and Fees

Appendix A: Schedule of Graduate Tuition and Fees

Table 1. Graduate Program Tuition Fees

Degree Program	Number of CH	Cost/CH (AED)*
Executive Master of Business Administration	36	3,556
Master of Science in Finance	36	2,667
Master of Arts in Communication (Concentration in Strategic Public Relations)	36	2,667
Master of Arts in Communication (Concentration in Tourism and Cultural Communication)	36	2,667
Master of Education in Educational Leadership and Administration	36	2,333
Master of Science in Teaching and Learning	36	2,333
Master of Education in Special Education	36	2,333
Master of Legal and Judicial Studies	38	2,526
Master in Diplomacy and International Affairs	30	4,267
Master of Science in Information Technology (Concentration in Cyber Security)	30	3,200

* All above tuition fees are inclusive of VAT @ 0%.

Table 2. Other Graduate Service Fees

Payment Option	Payment Timing	Payment Amount (AED)
Admission Application Fee (Including VAT @ 5%)	Required to process application	420
Deferred Admission Fee (Including VAT @ 0%)	Required to process request	5,000
Registration Fee (Including VAT @ 0%)	Before registering for courses	1,000
Registration Reinstatement (Fee Including VAT @ 5%)	Required to process request	3,150
Challenge Exam	Required to process request	5,000
Official Academic Transcript (Including VAT @ 5%)	On request	52.50
Official Diploma Replacement (Including VAT @ 5%)	On request	157.50