

CHALMERS

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Translation of Regulations for Payment of Tuition Fees for Fee-Paying Students

Policy document at Chalmers

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Regulation regarding the management of tuition fees paid by fee-paying students for academic programmes and courses at Chalmers University of Technology AB.

The official language of communication at Chalmers is Swedish and this English version of the approved policy document is merely a translation. In the event of differences between the policy document in Swedish and the translation in English, the approved policy document in Swedish shall take precedence.

Background

The Swedish Parliament has decreed that application fees and tuition fees for students with citizenship from countries outside the EU/European Economic Area (third-country citizens) shall be introduced at state universities. Chalmers University of Technology AB (Chalmers) has decided, in conformity with state universities, to charge fees in analogous cases. Accordingly, Chalmers has both fee-exempt and fee-paying students enrolled in its courses and programmes. Fees paid by fee-paying students for academic programmes and courses at Chalmers University of Technology AB shall be managed according to the regulations below.

1. The scope of tuition fee liability

1.1 Citizens of countries outside the EU/European Economic Area

After 31 July 2011, citizens of countries outside the European Economic Area and Switzerland shall pay tuition fees for courses at Chalmers to which they have applied and to which they have been accepted.

In cases where Chalmers has commissioned the Swedish Council for Higher Education to manage admissions, the Council will determine whether an applicant is obligated to pay fees. The decision of the Council is to be regarded as the decision of Chalmers. If an applicant's status changes before the start of the semester, it is up to Chalmers to also decide on a changed fee status. When local admission takes place, the decision on the liability to pay tuition fee is made by Chalmers.

1.1.1 Exemptions

In some circumstances students can be exempted from the liability to pay application and tuition fees. Chalmers applies the same exemptions as those at state universities, which are seen in the Ordinance on application fees and tuition fees at higher education institutions (SFS 2010:543) on College and University Application and Tuition Fees.

A student obligated to pay tuition fees may complete a course or study programmes without paying tuition fees if the course or study programme began prior to 1 July 2011. However, if studies have not been completed by 31 December 2018, however, fees shall be paid for the period thereafter.

1.1.2 Upon change of fee status

A student who is obligated to pay tuition fees during their current academic studies and then switches to the exempted status from paying tuition fees, shall also be exempted for subsequent semesters. The change in status does not apply retroactively.

1.1.3 Determination of tuition fee status

Whether an applicant is obligated to pay tuition fees or not, is not determined until the applicant concerned is admitted, as this evaluation is part of the admissions process. If a

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student believes that they should be exempt from paying tuition fees, it must be proven before the studies begin.

An applicant who has fulfilled an exemption from paying tuition fees based on the admission decision, retains the same status throughout the education period.

2. Fees at Chalmers

2.1 Determination of fees

The amount of the tuition fee shall be determined prior to each academic year for each study programme. The determination takes place prior to the start of the admissions round for Masters' courses. The tuition fees shall be published on the university's website.

The tuition fees shall be calculated so that full cost coverage is achieved for activities funded by tuition fees in their entirety.

2.1.1 Changes in tuition fees

The student shall pay the tuition fees that applied when they were admitted.

2.2 The scope of tuition fees

2.2.1 Students at study programmes

The fee relates to studies of 30 credits per semester. Students who register more than 30 credits per semester shall pay tuition fees for the additional credits.

Included in the tuition fee for fee paying students at master's programmes enrolled before the autumn semester 2023

- One offer of accommodation (rent not included)
- One introductory course on the Swedish language for newly admitted students during the first semester
- One introductory course of 3 credits (upper-secondary education level)
- The student union membership fee (no more than five semesters)
- Insurance: FAS+, Kammarkollegiet

Included in the tuition fee for fee paying students at master's programmes enrolled from the autumn semester 2023

- One offer of accommodation (rent not included)
- One introductory course on the Swedish language for newly admitted students during the first semester
- One introductory course to studies at Chalmers
- One introductory course of 3 credits (upper-secondary education level)
- The student union membership fee (no more than five semesters)
- One introductory Tracks course of 3 credits
- One elective course of 7.5 credits
- Insurance: FAS+, Kammarkollegiet

2.2.2 Freestanding courses

Students enrolled in freestanding courses shall pay tuition fees for each course credit. The tuition fees cover the studies and the student union fee.

2.2.3 Registered courses

The tuition fee relates to courses for which the student is registered, regardless of results. Students who have not completed their courses may conclude the courses later without additional tuition fees. Tuition fees do not cover other expenses connected with admission or studies at Chalmers.

Courses can be replaced with another course according to Chalmers' rules and dates for the academic year. In the event of an early interruption, the student can replace a course with another without paying a new fee until Tuesday study week two (last day to register Chalmers decision C2022-1458). In case of late interruption an additional tuition fee for a new course must be paid before registration.

A student who has not paid the complete tuition fee for a study programme or a course that the student has registered shall pay the remaining amount before the degree diploma can be issued.

3. Rights of students obligated to pay tuition fees

3.1 Access to resources at Chalmers

Payment of tuition fees entitles the student to instruction and examinations within the scope of the study programme to which the student has been admitted and for which the student has paid.

3.2 Right to complete a study programme

Students who have not completed their courses may conclude the courses later without additional tuition fees.

Students admitted prior to 1 July 2011, who have not completed their courses by 31 December 2018, must pay tuition fees for the studies, thereafter, including re-registrations.

A change of study programme shall be made according to applicable procedures. For changes within Chalmers, the student shall pay tuition fees for additional courses required for graduation from the new study programme.

4. Payment of tuition fees

4.1 Payment deadlines

Master's programmes (two years)

The first semester's tuition fee shall be paid to Chalmers by a date determined annually and published on Chalmers' Website. Subsequent tuition fees shall be paid no later than December 15 for the spring semester and August 5 for the autumn semester.

Three- and five-year programs (Bachelor and Master (five years))

Newly admitted students will be contacted prior to invoicing, the last day to pay is August 5. Subsequent tuition fees shall be paid no later than December 15 for the spring semester and August 5 for the autumn semester.

To be registered in freestanding courses, the student shall pay tuition fees for the number of credits no later than the date determined by Chalmers.

Extra courses shall be paid prior to registration.

Payment in instalments is not allowed, the invoice must be paid in full.

4.2 Obligation to pay fees in connection with approved leave from studies

To avoid the obligation to pay fees, students who intend to apply for an approved leave from studies shall apply for a leave from studies to the student guidance counsellor no later than the deadline for payment of tuition fees.

Students who have paid the fee for their second semester or later but who have been granted an approved leave from studies prior to semester registration have the right to study in courses corresponding to the number of credits paid for.

4.3 The consequence of non-payment

4.3.1 Newly admitted students

The offer of admission is considered conditional until the student has paid the tuition fee for the entire first semester. The student will lose their seat at Chalmers if the fee is not paid on time.

4.3.2 Active students

Students who have not paid their tuition fees receives a reminder with a 10-day extension from the last day of payment. Students can be suspended from their study programme if the tuition fee is not paid.

5. Reimbursement of tuition fees

Reimbursement of tuition fees is only possible under special circumstances. No interest is payable on the reimbursed amount.

5.1.1. Grounds for reimbursement

- Students who have paid the tuition fee but are not granted a student permit in Sweden are entitled to reimbursement unless any of the circumstances under “Not grounds for reimbursement” applies.
- Students who have paid the tuition fee but are granted a student permit in Sweden too late to start the studies are entitled to reimbursement unless any of the circumstances under “Not grounds for reimbursement” applies.
- Students who have paid the tuition fee but the application for a student permit is still pending after the start of the semester are entitled to reimbursement unless any of the circumstances under “Not grounds for reimbursement” applies.
- Change of fee status to non-fee-paying student before the start of a semester. The change in status does not apply retroactively.

5.1.2. Grounds for reimbursement after assessment

- Reimbursement of the tuition fee may be approved for the student's illness but is not guaranteed. The illness must have occurred after payment but before the start of the semester.
- Reimbursement of the tuition fee can be approved for close relatives' illness (children, parents and partners are counted as close relatives) but is not guaranteed. The illness must have occurred after payment but before the start of the semester.

5.1.3. Not grounds for reimbursement

- If the student's application for a permit for studies from the Swedish Migration Agency have been made later than June 15.
- If the student withdraws the application for a residence permit for studies before the start of the semester.
- If a student interrupts the studies after the start of the semester, the current semester's tuition fee is forfeited.
- If a student interrupts the studies after registration but before the start of the semester, the tuition fee is forfeited unless one of the circumstances under "Grounds for reimbursement" is present.
- Change of fee status after the start of the semester. The change in status does not apply retroactively.
- Lack of financing or changed economic conditions.
- Admission to another university.
- Tuition fees already paid will not be reimbursed in connection with an approved leave of absence from studies. The paid tuition fee can be used for future registrations to the corresponding amount.
- If the study place has been withdrawn due to irregularities in documentation at admission.
- Suspension or expulsion from studies.
- Students who complete their study commitments in less time than the estimated number of semesters are not entitled to reimbursement of tuition fees.

6. Credit transfer

6.1 Credit transfer due to studies from another university

(Please Note! Not exchange studies)

Credit transfer from another university results in a reduction of the tuition fee by the corresponding number of credits. The adjustment is made on the last invoice (semester four). The student is responsible for contacting Tuition Fees before the invoicing of semester four.

6.2 Chalmers MicroMaster program via ChalmersX

After completing (all sub-courses) a MicroMaster program via ChalmersX, you may take credit for a part of certain master's programs. A possible reduction of the tuition fee is equivalent to 22.5 credits. The adjustment is made on the last invoice (semester four).

7. Exchange studies

A fee-paying student who completes exchange studies under Chalmers' auspices must pay tuition fee to Chalmers for the exchange study period. If the student cannot transfer 30 credits per exchange semester, the student will have to pay for extra courses at Chalmers to obtain the degree.

7.1 Double Degree

Fee-paying students that undertake exchange studies under the auspices of Chalmers and are admitted to Double Degree pay tuition fee to Chalmers for the time abroad.

7.2. Nordic 5 Tech

Fee-paying students that are admitted through the program Nordic 5 Tech pay tuition fee to Chalmers for the time they study at Chalmers.

8. Suspension

Disciplinary measures may be taken against students obligated to pay tuition fees in accordance with the disciplinary regulations for students at Chalmers. Suspension or expulsion from studies is not grounds for reimbursement of tuition fees.