

## Tuition fees, study costs and various expenses

AP 2024-2025

### 1 Study cost

The study cost consists of the following elements: the tuition fee, the course related fee, the deposits and fees for delivered services.

The University College Board determines the tuition fees annually before the 1<sup>st</sup> of December for the following academic year. The University College Board adjusts the tuition fees according to the changes in the health index.

#### 1.1 Tuition fees for AP academic year 2024-2025

| Tuition fee  | Fixed part in euros | Variable part in euros (per credit) |
|--|---------------------|-------------------------------------|
| <b>I. Tuition fee for diploma and credit contracts</b>   |                     |                                     |
| <b>Enrollments for graduate courses, initial bachelor and master studies, educational bachelor and master studies, bridging programmes, preparatory programmes and individual courses</b>  |                     |                                     |
| Non-scholarship rate students  | 288,0               | 13,8                                |
| Near-scholarship rate students   | 288,0               | 5,0                                 |
| Scholarship rate students  | 131,5               | 0                                   |
|  |                     |                                     |
| <b>Enrollments for bachelor-after-bachelor studies</b>   | 288,0               | 13,8                                |
|  |                     |                                     |
| <b>II. Tuition fee for examination contracts</b>   | 131,5               | 5,0                                 |
|  |                     |                                     |
| <b>III. Tuition fee for students from the last year of secondary education who are enrolled with a credit contract for courses with an overall study load of maximum 10 credits</b>  | 65,7                | 0                                   |
|  |                     |                                     |
| <b>IV. Tuition fee for multiple enrollments</b>  |                     |                                     |
| Different enrollments will be considered as one enrollment when calculating the tuition fee. Exceptions to this rule: <ul style="list-style-type: none"> <li>The enrollment for bachelor-after-bachelor studies is always a separate enrollment.</li> <li>An enrollment under diploma contract or under credit contract in combination with an enrollment under examination contract. These enrollments will be considered as separate enrollments.</li> </ul> |                     |                                     |

|  |       |       |
|--|-------|-------|
|  |       |       |
| <b>V. Tuition fee for foreign students</b> |       |       |
| Diploma and credit contracts               | 904,9 | 123,5 |
| Examination contracts                      | 262,9 | 10    |

*The tuition fee for foreign students does not apply for (art. II.215 of the Flemish Higher Education Code):*

*1° students who are nationals of a member state of the European Economic Area;*

*2° students with a foreign nationality who are admitted or authorised for permanent residence in Belgium as provided by the Law of 15 December 1980 concerning access to the territory, stay, residence and removal of foreigners, to be proven with the residence permit of a national of a member state of the European Communities (Annex 8 or Annex 9), or an identity card for foreigners (Annex 7) or a proof of registration in the foreigners registry (Annex 6), according to article 31 of the Royal decree of 8 October 1981 concerning the access to the territory, stay, residence and removal of foreigners;*

*3° students who are victims of human trafficking, certified by a centre recognised by the federal government that is specialised in receiving victims of human trafficking;*

*4° students with a foreign nationality who are admitted or authorised for temporary residence in Belgium on the basis of article 48/4 of the Law of 15 December 1980 concerning the access to the territory, stay, residence and removal of foreigners;*

*5° students who are legally residing in Belgium for an uninterrupted period of at least twelve months on 31 December of the relevant school or academic year, and whose legal residence was not granted in order to follow higher education or to work in Belgium, nor granted due to a pending decision in an asylum procedure to be recognised as a refugee or as a person who has a right to subsidiary protection, in accordance with the Law of 15 December 1980 concerning the access to the territory, stay, residence and removal of foreigners;*

*6° students who have gained admission on the basis of articles 10, 10bis, [[40bis or 40ter]], of the Law of 15 December 1980 concerning the access to the territory, stay, residence and removal of foreigners in order to accompany or join a person as intended in §1 of §2, 1° through 7° of this article, or to accompany or join a person who has legally resided in Belgium for an interrupted period of at least twelve months on 31 December of the relevant school or academic year in order to study in higher education or to work;*

*7° students who are candidate refugees (or whose parents are candidate refugees) and have resided in Belgium as a minor and have not submitted an asylum request themselves. The asylum request was declared admissible before 1 June 2007 and their procedure is still ongoing with the Office of the Commissioner General for Refugees and Stateless Persons, by the Permanent Refugees Appeals Commission or by the Council for Foreigner Law Litigation.*

*8° students who are family members of a national of a member state of the European Economic Area.*

*No increased tuition fee may be asked of students who were already enrolled in a study in higher education in Flanders before 2008-2009 and were not subject to increased tuition fees based on previous provisions, during the rest of the duration of this study.*

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*The increased tuition fee also does not apply to students in a Dutch-taught graduate or bachelor course that is not organised at a School of Arts.*

*Students of British nationality and who were enrolled in academic year 2020-2021 will continue to be subjected to the normal tuition fee for the completion of the study for which they were enrolled in academic year 2020-21.*

## 1.2 Course related fee

Every student with a diploma contract pays a contribution to the course related fee each academic year.

The course related fees are demonstrable costs for goods and materials used by students for participation in lab classes, ateliers, practicals and other educational activities. The university college charges these to the students insofar as these costs are directly related to the organisation of the course. This also includes the use of individual software that is made available outside the campuses of AP, the use of databases and of audio-visual materials and small equipment with which students can complete assignments or exercises. Should the university college not make these goods available, then students would be required to buy or to rent these goods themselves.

This includes costs for

- Loose-sheet photocopies in small numbers;
- Materials for practicals, multimedia, studio, editing, ateliers, thesis and internship not billed separately;
- Costs for productions and projects not billed separately;
- Rental of small didactic equipment;
- Use of software;
- Use of materials such as audio-visual materials and small equipment for practising skills outside the normal lessons and practicals, if these are made available on loan without charge;
- Use of electronic databases;
- Study facility for students outside the regular operating hours for students of the Schools of Arts Royal Academy of Fine Arts Antwerp and Royal Conservatoire Antwerp;
- Group purchases within the School of Arts: directly for the benefit of the students and that are depreciated during the academic career of the students, such as tailor's dummies, irons, plotters, sewing machines etc. and small tools, as well as minor (maintenance) repairs to these items;
- Access to required course activities in external sports facilities and other external practice spaces for students in the educational bachelor studies in Pre-Primary Education, Primary Education and Secondary Education;
- Rental, maintenance and use of uniforms for students in the studies of the Department of Health and Life Science;
- Contribution for glass breakage in the laboratories for students in the bachelor studies in Chemistry and in Biomedical Laboratory Technology;
- The annual cost for the access badge for the students on campus deSingel;
- Costs for course materials, books, educational trips, external study days, external projects and study materials to be purchased individually are not included in the course related fee and will be settled individually during the academic year. Due to organisational or cost-saving considerations, admission tickets and/or transportation costs for didactic outings will be included in the course related fee:
  - Within the School of Arts Royal Academy of Fine Arts Antwerp:
    - tickets and costs for attending mandatory performances and external lectures (by external guest speakers), visits to exhibitions and mandatory educational group trips;
    - transportation costs related to mandatory educational trips: rental of a bus/minibus/car (with or without a driver), costs of public transportation, ...;
  - within the departments Business & Law, Industry and Environment and Media, Design & IT : admission fees required educational group trips that apply to all students and with which no other costs are associated.
- Membership fee for the Flemish Association of Journalists for the Journalism course.

For the contribution to the course related fee, we distinguish between students with a study load of fewer than 27 credits and students with a study load of at least 27 credits.

The settlement for the course related fee is presented for approval annually to the Students' Council and the Schools of Arts' Councils.

|                                       |   | <b>≥ 27<br/>credits</b>    | <b>&lt; 27<br/>credits</b> |
|---------------------------------------|---|----------------------------|----------------------------|
| <b>Department/ School of<br/>Arts</b> | <b>Study</b>  | <b>Amount in<br/>euros</b> | <b>Amount in<br/>euros</b> |
| <b>Health and Life science</b>        | Bachelor of Occupational Therapy  | 50                         | 40                         |
|                                       | Bachelor of Biomedical Laboratory<br>Technology   | 151                        | 84                         |
|                                       | Bachelor of Applied Psychology  | 95                         | 75                         |
|                                       | Bachelor of Nursery   | 150                        | 120                        |
|                                       | Bachelor of Midwifery   | 135                        | 105                        |
|                                       | Bachelor of Nutrition and Dietetics   | 204                        | 164                        |
|                                       | Bachelor of Applied Gerontology   | 45                         | 36                         |
| <b>People and Society</b>             | Associate Degree of HR Support  | 39                         | 36                         |
|                                       | Associate Degree of Social Work and Social<br>Care  | 39                         | 36                         |
|                                       | Associate Degree of Orthopedagogical<br>Guidance  | 40                         | 37                         |
|                                       | Associate Degree of Social and Cultural Work  | 39                         | 36                         |
|                                       | Associate Degree of Flemish Sign Language<br>Interpreting                                   | 40                         | 37                         |
|                                       | Bachelor of Orthopedagogy   | 39                         | 36                         |
|                                       | Bachelor of Social Work   | 39                         | 36                         |
|                                       | BA-after-BA Autism Spectrum Disorders   | 37                         | 36                         |
|                                       | Bachelor of HRM   | 41                         | 38                         |
| <b>Media, Design and IT</b>           | Bachelor of Communication   | 108                        | 59                         |
|                                       | Bachelor of Journalism  | 100                        | 58                         |
|                                       | Bachelor of Electronics – ICT   | 121                        | 66                         |
|                                       | Bachelor of Graphical and Digital Media   | 95                         | 50                         |
|                                       | Bachelor of Applied Information Technology  | 121                        | 66                         |
|                                       | Associate Degree of Industrial Informatics  | 71                         | 56                         |
|                                       | Associate Degree of Computer Programming  | 61                         | 46                         |
|                                       | Associate Degree of Internet of Things  | 107                        | 73                         |
|                                       | Associate Degree Digital Designer   | 95                         | 50                         |
| <b>Business and Law</b>               | Bachelor of Business Management and<br>Bachelor of Business Management-Paralegal<br>Studies | 40                         | 37                         |
|                                       | Bachelor of Organisation & Management   | 48                         | 36                         |
|                                       | Bachelor of Hotel Management  | 37                         | 36                         |
|                                       | Associate Degree of Accounting<br>Administration  | 40                         | 37                         |
|                                       | Associate Degree of Legal Administrative<br>Support   | 40                         | 37                         |

|  |  |     |    |
|--|--|-----|----|
|  | Associate Degree of Hospitality Management   | 38  | 36 |
|  | Associate Degree of Marketing and Communication Support  | 41  | 37 |
|  | Associate Degree of Transport and Logistics  | 38  | 36 |
|  | Associate Degree of Insurances   | 36  | 36 |
| <b>Industry and Environment</b>                          | Bachelor of Chemistry  | 155 | 96 |
|  | Bachelor of Electromechanics   | 91  | 78 |
|  | Bachelor of Energy Management  | 50  | 46 |
|  | Bachelor of Integral Safety  | 39  | 36 |
|  | Bachelor of Real Estate  | 51  | 36 |
|  | Associate Degree in Electromechanical Systems  | 59  | 49 |
|  | Associate Degree of Construction Site Organisation   | 46  | 36 |
|  | Associate Degree of HVAC systems   | 91  | 75 |
| <b>Education and Training</b>                            | Bachelor of Education: Pre-primary Education   | 50  | 38 |
|  | Bachelor of Education: Primary Education   | 50  | 38 |
|  | Bachelor of Education: Secondary Education   | 55  | 45 |
|  | Shortened Bachelor of Education: Secondary Education and Bachelor of Education: Secondary Education for one teaching subject | 36  | 36 |
|  | Associate Degree of Education: Secondary Education   | 36  | 36 |
| <b>School of Arts Royal Conservatoire Antwerp</b>        | Music  | 66  | 36 |
|  | Drama  | 66  | 36 |
|  | Dance  | 66  | 36 |
|  | Educational Master of Arts in Music & Performing Arts  | 66  | 36 |
|  | Shortened educational programmes and Associate Degree of Education: Secondary Education (dance) <sup>2</sup>                 | 36  | 36 |
| <b>School of Arts Royal Academy of Fine Arts Antwerp</b> | Visual Arts (bachelor, master)   | 220 | 50 |
|  | Educational Master of Arts in Visual Arts  | 0   | 0  |

Students with a credit contract who enrol in a microcredential <sup>3</sup> pay a fixed amount of 36 Eur course related fees.

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<sup>2</sup> The shortened program of the educational master's program in Music & Performing Arts and the shortened program of the educational bachelor's degree secondary education for holders of a bachelor's degree in the field of study Music & Performing arts. The students of this shortened programs are not charged any course related fees if they are already enrolled in another basic course within the Royal Conservatory of Antwerp.

<sup>3</sup> Microcredentials : a cluster of course components that form a well-defined whole in terms of content and belong to an existing course

## **1.3 Deposits**

Students with an examination contract pay no deposits.

### **1.3.1 Access badge**

Students of the campus Keizerstraat (Visual Arts, main subject Graphic Design) pay a deposit of 25 euros for an access badge.

Students of the campus deSingel receive an access badge upon their first enrollment. No deposit is charged for this.

The access badges must be returned when leaving the university college.

### **1.3.2 Use of study equipment**

The deposit for the use of foot pedals in the second route stage of the bachelor programme in Organisation and Management, main subject Medical Management Assistant – is 75 euros.

The deposit for internship clothing for new students in the bachelor programmes in Nursing, Midwifery and Occupational Therapy is 50 euros.

### **1.3.3 Permanent locker**

Students who make use of a locker for permanent use pay a deposit of 20 euros immediately upon receipt of the locker key.

## **1.4 Services**

### **1.4.1 Additional student card or replacement badge**

Students who lose their student card must purchase a new student card.

The cost of a new card is 15 euros and must be paid immediately through electronic payment.

The cost of a new badge due to loss is 25 euros.

### **1.4.2 Starting package for the Bachelors in Nursing and Midwifery**

New students in the bachelor programmes in Nursing and Midwifery pay for the purchase of their own instruments for practising skills.

The students of the Bachelor of Nursing pay an amount of 80 euros. The students of the Bachelor of Midwifery pay an amount of 100 euros.

### **1.4.3 Costs Show**

Students in the bachelor and master study in Visual Arts, main subject Fashion, pay an amount of 250 euros for their participation in the Show.

The participation costs are (only) reimbursed if students are not allowed to show their collection. This decision is taken after the yearly mid-year jury in January.

## **1.5 Artistic admissions test**

The artistic admissions test only applies in the Schools of Arts.

These regulations apply to all artistic admissions tests organised in academic year 2024-2025 for admission in academic year 2025-26. For both the School of Arts Royal Conservatoire Antwerp and the School of Arts Royal Academy of Fine Arts Antwerp, the administrative fee is 30 euros.

In the School of Arts Royal Academy of Fine Arts the administrative fee for one discipline is 30 Eur, additional ones are at a cost of 15 Eur.

Transferring students who participate in the admissions procedure for the master studies pay an administrative fee of 30 euros per enrollment in both the School of Arts Royal Conservatoire Antwerp the School of Arts Royal Academy of Fine Arts Antwerp.

These administrative fees are never refunded.

## **2 Billing**

### **2.1 Invoice at the beginning of the academic year**

#### **2.1.1 Tuition fee for enrollment of students with a diploma contract**

All students with a diploma contract pay the full amount for the chosen study route upon enrollment. It is the scholarship status from the previous academic year or school year that applies for determining the tuition rate.

A new student who believes he or she is eligible for reduced tuition - but who cannot provide proof of scholarship from the previous academic year - will be treated as eligible for scholarship provided that he or she has effectively applied for a scholarship within 14 days of enrollment.

In exceptional cases, students may also be billed at reduced rates by means of an attestation from the student services department. This attestation must be provided within two weeks of enrollment. The final tuition fee is determined by the scholarship status with the Flemish Government (see 2.3 below).

The enrollment is considered complete after signing the student entry agreement, after which an invoice is sent. The invoice is payable within 15 days after it is sent. Upon payment, the student shall mention the reference as indicated on the invoice.

(Partial) payments with training vouchers or through an SME portfolio are possible.

#### **2.1.2 Course related fee**

The course related fees are invoiced together with the tuition fee upon enrollment.

#### **2.1.3 Deposits**

##### **2.1.3.1 Deposit for badge**

The deposit for the badge for students of the campus Keizerstraat (Visual Arts, main subject Graphic Design) is to be paid upon delivery of the badge.

### **2.1.3.2 Deposit for use of study equipment**

The deposit for the use of internship clothing for new students in the bachelor programmes in Nursing, Midwifery and Occupational Therapy will be invoiced upon enrollment.

The deposit for the use of study equipment in the second route stage of the bachelor programme in Organisation and Management, main subject Medical Management Assistant will be invoiced later in the academic year.

### **2.1.3.3 Deposit for Locker**

The deposit for the permanent locker is paid through electronic payment upon receipt of the locker key.

## **2.1.4 Services**

### **2.1.4.1 Additional student card or replacement badge**

The fee for an additional student card or the replacement of a badge is to be paid immediately through electronic payment at the student secretariat.

### **2.1.4.2 Starting package for the Bachelors in Nursing and Midwifery**

For the new students in the bachelor programmes in Nursing and Midwifery, the starting package will be invoiced upon enrollment.

### **2.1.4.3 Costs Show**

The additional cost for participating in the Show for students in the bachelor and master studies in Visual Arts, main subject Fashion, will be invoiced additionally.

## **2.2 Changes to the enrollment programme**

Additional credits in an enrollment programme result in an additional invoice for tuition fee and in an additional invoice for the course related fee, dependent on the total number of credits taken.

Students dropping courses BEFORE the 1<sup>st</sup> of November will be reimbursed for the tuition fees of those particular credits. A credit note will be made out after the 1<sup>st</sup> of November.

Students dropping courses AFTER the 1<sup>st</sup> of November will not receive any tuition fee refund for the particular credits. The credit note made out after dropping courses can only cover the tuition fee and the course related fee.

When enrolling in a study at AP University College after withdrawal from another study at AP University College, the paid tuition fee and course related fee will be transferred to the new enrollment. The student will be informed of any additional costs resulting from the change of programme. (Partial) refunds after the 31<sup>st</sup> of October are not possible, even after a change of programme.

Students who pay their tuition fee through an SME portfolio or with training vouchers will not receive a refund of that tuition fee if there is a change in the enrollment programme.



## **2.3 Corrected invoice upon announcement of scholarship status**

As soon as the scholarship status for the ongoing academic year is communicated by the government, the university college will recalculate the tuition fee and will send an additional invoice or a credit note if necessary.

## **3 Payment modalities**

### **3.1 Payment term**

The tuition fee is due as soon as the enrollment agreement (study contract) is signed by the student. Withdrawal does not exempt the student from the obligation to pay any tuition fee owed.

Invoices must be paid within the expiry period of 14 days after the invoice has been sent. The student must add a payment notification, as stated in the invoice.

If the invoice is not paid on time, the student will receive a reminder. The payment is due within 14 days after the reminder.

The student must settle all financial obligations prior to the examination period. Not admitting to these financial obligations can lead to deregistration.

### **3.2 Deposit for badge of students from the campuses other than campus deSingel or Keizerstraat**

Students who study at a campus other than campus deSingel or Keizerstraat but who still need access to these campuses or to campus Lange Nieuwstraat for certain educational activities, can get a badge with a simple request and after payment of a deposit of 25 euros.

If those students need a new badge due to loss, damage or other causes, they can get a new badge with a simple request.

## **4 Withdrawal from an entire study**

### **4.1 Tuition fee and course related fees**

Students enrolled before October 15<sup>th</sup> (departments) or October 31<sup>st</sup> (Schools of Arts) and who withdraw BEFORE the 1<sup>st</sup> of November will have the tuition fee and course related fee refunded. Students who withdraw after that date will not be entitled to a refund.

Students enrolled after October 15<sup>th</sup> (departments) or October 31<sup>st</sup> (Schools of Arts) – for example enrollment for the 2<sup>nd</sup> semester – and withdraw within a month after the start of the courses of the related program will have the tuition fee and course related fee refunded.

### **4.2 Deposit for badge**

Students leaving the university college who have returned their badges undamaged within one academic year will have their deposit refunded.

### **4.3 Deposit for use of study equipment**

Students leaving the university college who have returned their study equipment, will have the deposit refunded. Any costs associated with the damage caused by students to the study equipment used, are deducted from the deposit.

#### **4.4 Deposit for locker**

Students returning their locker key before the end of the academic year in which they received it, will have the deposit refunded.

### **5 Various costs**

#### **5.1 Aptitude test**

##### **5.1.1 Aptitude test for previously acquired qualifications**

The aptitude test for previously acquired qualifications deriving from any Belgian or foreign study certificate, indicating that a formal learning route was completed successfully, whether or not within the regular education system, is based on documents and is free of charge.

##### **5.1.2 Competency assessment for previously acquired competencies**

The contribution for a competency assessment, prior to issuing certificate of aptitude, will be established by the University College Board of the Association of University and University Colleges of Antwerp and will be published on <http://www.associatie-antwerpen.be>

#### **5.2 Diploma certification without enrolled courses**

If a student is enrolled without enrolling for courses on the basis of one or more certificates of competence or previously acquired qualifications and no other enrollments are taken up, an administrative cost of 50 euros will be charged (cfr. Codex Higher Education II.245).