



## CARE FOR AGING SISTERS ASSOCIATION IN KENYA (CASAK)

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### ACADEMIC FINANCIAL POLICIES

- The course operates on a zero-fee balance policy. This means only students who have cleared the fee within the first three months will be able to sit their final exams.
- Students with fee balances will be discontinued from the class after the third month of the course.
- A new student will pay 50% of the school Fees during admission and 25% after the first month and the final installment of 25% after the 2<sup>nd</sup> month as tabulated.

MONTH	TOTAL
First month	22,000
Second month	11,000
Third month	11,000

- Students' invoices are generated upon registration for the course unit selected in the QuickBooks management system.
- In the event of a retake, an invoice shall be generated upon selection of the course taken.

### TUITION REFUND POLICY

Upon officially withdrawing from the Course, a student may receive remission of part of the tuition fee (**TUITION FEE ONLY NOT OTHER COSTS**) charged as follows:

SEMESTER	%REMITTED
First months	80%
Second Months	60%
Third	20%

Credit balances from scholarships, bursaries, and grants are not refundable.

<u>BANKERS CHEQUES</u>	<u>MPESA</u>
Payable to: CASAK	PAYBILL Number is <b>8998990</b>
Bank Name: Caritas	Account Number is <b>100121-Name</b> e.g. (100121-Agnes)
Bank branch: KAREN	<u>Cash payments are not accepted.</u>
Account Number: 1008086000121	
SWIFT CODE: CRMFKENA	

Stand up in the presence of the elderly and show respect for the aged. Fear your God. I am the Lord.

Leviticus 19:2