



FEE WAIVER POLICY

Fee waiver policy has been approved by the SUN management and is applicable for ONLY NEW ADMISSIONS, wherein the approved Fee Waiver will only be applicable for first Academic Year subject to

	FALL INTAKE 2023	SPRING INTAKE 2024
Fee Waiver Amount		
20% On Tuition Fee	1st Year full Fees - Payment Before 17 September 2023	1st Year Full Fees- Payment before 30 December 2022
10% On Tuition Fee	1st Year Full Fees – Payment after 17 September, 2023 & Before Commencement Of the Batch.	1st Year Full Fees – Payment after 12 TH January, 2024 & Before Commencement Of the Batch.

1. Tuition Fees is to be paid according to the fees payment plan as per the Invoice issued to the students at the time of Admission and before the commencement of the batch as per the policy & procedures. Students will not be allowed to register into classes in case of any outstanding fees.
2. Students who wish to apply for 20% fee waiver (on tuition fee only) and pay their tuition fees in two (2) installments are required to file a request with the Admission officer and is subject to the approval of the bursar. In case the request is approved the student is required to pay 50% of Fees (Miscellaneous + Tuition) through bank transfer on the Admission confirmation date. The student needs to issue a Post Dated Cheque dated **30th November for Fall Batch, and 1st April for Spring Batch**. In this case the installment fees charges as per the published Fees Structure will be waived off subject to clearing of the Post Dated Cheque (PDC). If any of the conditions mentioned in this clause is not met, the installment fees charges shall become applicable as per the published fees structure. **The installment fees charges will be debited to the students account, however, once the submitted postdated cheque is cleared in the bank, the installment fees charges will be reversed.**
3. In case where the student/parent/local guardian is unable to submit PDC's
 - a. **A written consent/undertaken from the parents/guardian will be required**
 - b. If the student/parent/guardian is unable to provide PDC/consent/undertaken then the 20% fee waiver (on tuition fee only) will not be applicable.
 - c. Student/parent/local guardian may apply for 10% fee waiver (on tuition fee only) subject to payment of complete 1st Year fee as per the published fee structure and the policy at the time of admission.
4. Fee Waiver granted to the student is based on SUN policy and procedure and is subject to change or revoke at any given point.
5. Student is eligible only for one type of Fee Waiver throughout the study period.



6. Students applying for TOC/DE are eligible for 10% or 20% fee waiver (EARLY BIRD) as per SUN's policy and procedure
7. Students enrolled into the program will have to complete the program. However, if they wish to cancel the admission in between, the fees accrued till the date of cancellation shall be payable excluding Fee Waiver or fee waiver granted. Student is liable to clear any outstanding fee before release of any academic or non-academic records.
8. Student will be issued a fee payment plan at the time of application and admission where after completing all formalities and admission criteria as per policy & procedure the Fee Waiver will be applied.

SIBLING FEE WAIVER

SUN provides sibling (Blood Sibling) fee waivers as per below;

Rank	Fee Waiver Amount (NGN)
1st Child	No Fee Waiver
2nd Child and above	15% Fee Waiver

1. Sibling fee waiver is granted to the student based on SUN policy and procedure and is subject to change or revoke at any given point.
2. Student is eligible only for one type of fee waiver throughout the study period. Student applying for TOC or DIRECT ENTRY are not eligible.
3. First child will not be eligible to any fee waiver
4. Second child onwards will be eligible to 15% fee waiver for entire program as long as both the children are studying simultaneously.
5. No encashment of scholarships.
6. Students seeking admission under Sibling Fee Waiver category must complete the program. However, if they wish to cancel or postpone the admission in between, the Sibling Fee Waiver will be withdrawn and the fees accrued till the date of cancellation shall be payable excluding Fee Waiver granted. Student is liable to clear any outstanding fee before release of any academic or non-academic records.
7. There must be minimum of 2 active Blood Siblings in the university to be eligible for Sibling Fee Waiver.

ACADEMIC SCHOLARSHIP – CONTINUING STUDENTS

1. Vice Chancellor Academic Scholarship is applicable for continuing student from 2nd year admission onwards.
2. To avail this scholarship student must have a CGPA 4.5 and above.
3. Among this category, the top three scoring students from each school in terms of percentage and overall participation in various academic and extracurricular activities will be selected. Fee waiver % in tuition fee will be adjusted in next Academic Year Tuition Fee and is valid for that year only. Based on the percentage score, the VC Academic Scholarship is awarded for the first three position for an Academic Year (one) as mentioned in the table below.



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Rank	Scholarship Amount (NGN)
1st Position	25% on Tuition Fees
2nd Position	20% on Tuition Fees
3rd Position	15% on Tuition fees

4. Fee Waiver granted to the student is based on SUN Policy and Procedure and is subject to change or revoke at any given point.
5. Student is eligible only for one type of Fee Waiver throughout the study period. Student applying for TOC or DIRECT ENTRY are only eligible for 20% early bird scholarship.
6. In case of any revision in the Fee Structure, the Scholarship will be applicable on the Revised Fee.
7. No encashment of academic scholarships will be permitted. An award letter shall be issued to all the successful candidate by the vice chancellor's office.
8. Students enrolled into the program will have to complete the program. However, if they wish to cancel the admission in between, the fees accrued till the date of cancellation shall be payable excluding Fee Waiver/scholarship granted. Student is liable to clear any outstanding fee before release of any Academic or Non-Academic records.
9. Student will be issued a fee payment plan and after completing all formalities as per policy & procedure the Fee Waiver will be applied.
10. The academic scholarship is only valid for one academic year and student must maintain CGPA of 4.5 and above and apply for the next academic year.