

July 13, 2020

Dear Student,

Re: Tuition Fees and Cancellation Policy for the International Master's Program in International Relations, Dual Degree at the University of Haifa 2020-2021 for students who are citizens and residents of foreign countries

The duration of study in this program is one Academic year (fall and spring semesters), and accordingly, each M.A. student will have to pay in full for the Academic year of 2020-2021.

Tuition for the Academic Year 2020-2021:

Basic Tuition \$5,000

(not including dormitories)

Additional Mandatory Fees:

Service Fees \$263

Health Insurance \$670 (until 30/06/2021)

Dormitories will be paid to the dorms office directly.

Billing Details:

A. Tuition:

1. **\$1,000** deposit towards tuition.
 - The fees must be paid shortly after the student receives an acceptance letter to the program (according to the payment schedule in the invoice).
2. 60% of the remaining tuition (including the entire additional fees) must be paid before the start of the Academic year (according to the payment schedule in the invoice). A total of: **\$2,960**.
3. 40% of the remaining tuition must be paid before the start of the Spring semester (according to the payment schedule in the invoice). A total of: **\$1,973**.

B. Dormitories:

The dormitories payments must be paid directly to the dorms.

- For additional information in regards to the dormitories, please refer to the forms: "Dormitory Payments" and "Dorms Rental Agreement".
- You can also contact the dorms office at 972-4-8288080 (Dalit Oster) or by e-mail: doster@univ.haifa.ac.il

Cancellation Policy for Registration and Enrollment for the Academic Year 2020-2021:

A candidate for studies at the university and/or a student who decides to cancel his/her registration for the university or to withdraw from his/her studies there, must inform in writing (by e-mail) the University Department and the Department of Tuition Fees as well as the International School by e-mail: lraybi@univ.haifa.ac.il, khashims@univ.haifa.ac.il, greenber@univ.haifa.ac.il. A request for confirmation of the e-mail's receipt should be included.

On the day of receipt of this notification, a student will be considered withdrawn from studies or as having cancelled the registration process.

Notification by telephone or in conversation will not be considered an eligible cancellation.

Students and candidates who cancel their registration will have to pay the entire tuition or a portion of it according to the university regulations as stated below:

- A candidate who notifies of his/her registration's cancellation until September 01, 2020, will receive a refund of the deposit amount less 100\$ cancellation service charge.
- A candidate who notifies of his/her registration cancellation from September 02, 2020 and until November 10, 2020, will owe the full tuition deposit (\$1000).
- A student who notifies of his/her withdrawal from studies from November 11, 2020 and until December 07, 2020, will owe 35% of tuition fees plus the additional service fee. Health insurance will be paid until the day in which the student leaves the university study program.
- A student who notifies of his/her withdrawal from studies from December 08, 2020 and until January 10, 2021, will owe 50% of tuition fees plus the additional service fee. Health insurance will be paid until the day in which the student leaves the university study program.
- A student who notifies of his/her withdrawal from studies from January 11, 2021 and until March 07, 2021, will owe 75% of tuition fees plus the additional service fee. Health insurance will be paid until the day in which the student leaves the university study program.
- A student who notifies of his/her withdrawal from studies after March 08, 2021 will owe the entirety of tuition and service fees. Health insurance will be paid until the day in which the student leaves the university study program.
- **If the student is eligible for a refund due to his cancellation, he should write an email to ofliter@staff.haifa.ac.il and he will receive it during the semester and not before December 2020.**

* For information regarding dorms cancellation, please refer to the forms: "Dormitory Payments" and "Dorms Rental Agreement". You can also contact the dorms office at 972-4-8288080 (Dalit Oster).

Note: Payment methods are according to guidelines determined by the International School and will be detailed in the invoice

This tuition is for up to two years of study in either thesis or non-thesis track. If the student doesn't complete his obligations (classes, submitting paper works or thesis, receiving grades etc.) and therefore, according to the department decision, the studies continue to a third/fourth year (meaning beyond November 30th of the third year) additional tuition fees will be applied. The tuition in the third/fourth year is 5% of the entire tuition fee.

* Health insurance beyond 30/06/2021 must be arranged by the student directly with the Harel insurance company.

Sincerely,
 Department of Tuition Fees and Student Services
 Mount Carmel, Haifa 31905, Israel. Fax (972) – 4 – 824998

Student Name: _____

Signature: _____

Date: _____