

TERMS & CONDITIONS

In consideration of the Tunku Abdul Rahman University College (TAR UC) granting me this conditional offer; I undertake and promise that I shall abide and comply with all the rules, regulations and lawful instructions of TAR UC.

I also confirm that TAR UC cannot and will not be held liable for any injury which I may suffer during my period of study at the University College including any study tour, practical work or other activities outside the University College except such injury caused through the negligence on the part of the staff of TAR UC. Should any other person suffer any such accidental injury during the programme arising as a direct result of any act or omission on my part, I hereby undertake full responsibility for the same and shall hold TAR UC indemnified against any claims made against it by reason of such accidental injury having been suffered.

I agree to comply with all of TAR UC regulations and requirements; including its regulations on the matter of payment made and that I shall behave honourably at all times.

I hereby understand that the University College has the right to take disciplinary action against me, should I fail to abide and comply with all the rules, regulations and lawful instructions of TAR UC.

I hereby acknowledge and agree to be bound by the guidelines and policies on withdrawal and refund on payment made as follows:-

1. Withdrawal from Programme

If I wish to withdraw from my programme, I must complete a prescribed withdrawal form and submit it to the Department of Admissions & Credit Evaluation together with the student ID card or notify the Department in writing.

The date the University College receives my withdrawal notification is the official date of withdrawal even if I have stopped attending classes earlier.

2. Refund

All fees paid are strictly non-refundable and non-transferable after commencement date of the programme.

2.1 Refund of 1st Payment for Student under Withdrawal and/or Disqualification*

2.1.1 **If Notification of Withdrawal and/or Disqualification* is Received Before the Commencement Date of the Programme**

Refund of the following fees paid:

- (i) 50% Facilities & Resource Fee
- (ii) 100% Deposit

Commitment Fee and Insurance Premium are STRICTLY non-refundable.

2.1.2 **If Notification of Withdrawal and/or Disqualification* is Received After the Commencement Date of the Programme**

There is STRICTLY no refund of all fees and Deposit paid after the commencement date of the programme.

2.1.3 **Students Who Paid and Registered After the Commencement Date of the Programme**

There is STRICTLY no refund of all fees and Deposit paid upon withdrawal and/or disqualification* from the programme.

2.2 Refund of 1st Payment Upon Release of Actual SPM Examination Results

2.2.1 **Student Meets the Entry Requirement of Programme of Study but Does Not Accept the Full Offer of Study**

All fees and Deposit paid shall be forfeited.

2.2.2 **Student Fails to Meet Entry Requirement of Programme of Study**

The Deposit paid by the student shall be refunded. All other fees paid are non-refundable.

2.2.3 **Student who Fails to Submit the SPM Examination Result Slip Within One Week after the Release of Results**

All fees and Deposit paid shall be forfeited.

2.3 Save and except for Clause 2 (where applicable); there shall be no refund of any other fees and Deposit paid.

2.4 All notification of withdrawal must be made in writing.

2.5 Caution money (less any liability) may only be refunded on application after a student has graduated or withdrawn from his/her programme of study at the University College. The application for the refund shall be made within one year from the date of graduation or withdrawal from the University College, failing which, the said caution money shall be transferred and donated to TARC Education Foundation.

** Disqualification shall include but not limited to situations where a student is unable or prevented from joining/proceeding with the programme by way of operation of law, regulations and/or policies.*

3. **Consent Regarding Personal Data**

I expressly consent and authorise TAR UC to release my personal, academic and related records to my parents, guardians and/or any academic providers to which I have applied to for any reasons whatsoever.

That I have read and understand all the terms and conditions of this conditional offer and that such terms and conditions are non-negotiable and I am fully prepared to accept all consequences therefrom.