

Fees and Fines Regulations

1. Version

- (a) These Regulations came into force on 1 February 2024.
- (b) The previous version came into force on 1 February 2018.

2. Authority

The Tumu Whakarae | Vice-Chancellor holds authority for these Regulations and in exceptional circumstances, on evidence provided, may alter the fees or fines levied on an individual student or vary the fees for a group of students as delegated by the Kaunihera | University Council.

3. Enrolment Fees

- (a) A student must pay tuition fees on the basis of each and every course they enrol in, except when enrolling in a Special Fees Programme where an overall fee is levied.
- (b) Courses are assigned to fee bands as set out in *Schedule 1: Tuition Fees*, to these Regulations.
- (c) Tuition fees cover the enrolment period; from the official start date of the course until the end of the examination period for taught courses.
- (d) A student becomes liable for all fees upon accepting an Enrolment Agreement.
- (e) Tuition fees are due at the beginning of the enrolment period. If the fees are not paid, or suitable payment arrangements made, by the due date noted in the invoice for payment then a default in payment will be registered.
- (f) Where a student has not accepted their Enrolment Agreement on or before the first official course start date, a late enrolment fee will be applied.
- (g) Where a pre-enrolled or enrolled student makes an addition to their programme of study then they become liable for the additional fees when the change of enrolment application is approved.
- (h) Where a student withdraws from a course during the Change of Enrolment period they may become eligible for a full refund of the tuition fees for that course when the change of enrolment application is approved.
- (i) A student must pay the non-tuition fees for specific courses as set out in *Schedule 2: Non-tuition Fees*, to these Regulations.
- (j) A student must also meet any other expenses necessary to attend a class, including excursions and fieldwork or similar activity, or expenses necessary to complete an assessment.
- (k) The non-tuition fees and other course related expenses are non-refundable.

4. Tuition Fees and Related Expenses for Research Courses

- (a) Courses are assigned to fee bands as set out in *Schedule 1: Tuition Fees*, to these Regulations.
- (b) The tuition period ends on the last day of the month in which the thesis is submitted or the student withdraws from the course. A student is eligible for a full refund of the remaining portion of their tuition fee for the thesis course in whole months only.
- (c) A student is eligible for a full refund for any whole month periods when on an approved suspension of their studies. Application must be made in advance, eligibility for a fee refund for retrospective suspension is not permitted unless applied for within the current calendar year and for exceptional circumstances.
- (d) Students who are approved part-time study for Doctoral, Masters and Dissertation research will be charged at a rate of 65 per cent of the full-time equivalent fee.

5. International Student Fees

- (a) All students of international status must pay tuition fees at the international rate, as specified in the Schedule to these Regulations, except:
 - i. where a student is on an approved reciprocal exchange programme covered by a formal exchange agreement, then they will pay tuition fees to their home university, not to Te Whare Wānanga o Waitaha | University of Canterbury; or
 - ii. where they are a PhD student resident in Aotearoa New Zealand, then they will pay the domestic rate for the Research Course.
- (b) A full-fee international student who qualifies for classification as a domestic student, will become eligible for domestic fees from the beginning of their next teaching period or semester (whichever is shorter). A student must:

- i. provide evidence of their changed status prior to the start of the next teaching period or semester (whichever is shorter); or
 - ii. in the case of a research course this will be before the end of any month.
- Any potential refund in the difference in fees (international to domestic) will only be considered:
- a. once the actual Resident Visa is presented to Student Services; and
 - b. will only apply to teaching periods/courses yet to commence.

6. Student Service Levy

A student will pay the compulsory Student Services Levy as set out in Schedule 3: Services Fees, to these Regulations. All Student Services Levy collected is used to directly benefit students.

Students pay an amount per point of study which is capped at 150 points per annum. Distance, Extramural and Offshore students are charged at 20% of the full levy fee.

7. Other Fees

A student must pay all other fees as set out in *Schedule 3: Service Fees* to these Regulations on a user pays basis for any other goods or services.

8. Fines

- (a) All fines are set out in *Schedule 4: Fines*, to these Regulations.
- (b) If the fees are not paid, or suitable payment arrangements made, by the last due date noted in the invoice for payment then a default in payment will be registered.

9. Default in Payment of Fees or Fines

- (a) Any default, delay or failure to pay fees (other than tuition fees) or fines by the due date will result in all of the following actions:
 - i. examination results will not be released;
 - ii. conferment of qualifications will be withheld;
 - iii. transfers to other institutions will not be actioned;
 - iv. re-enrolment will not be permitted;
 - v. StudyLink will be advised for student allowance/loan purposes;
 - vi. Immigration NZ will be advised for international students.
- (b) Any default, delay or failure to pay tuition fees by the due date will result in the sanctions list in (a) and also:
 - i. cancellation of enrolment;
 - ii. cancellation of Canterbury Card;
 - iii. stopping of IT access;
 - iv. stopping of Library services.
- (c) Failure to pay includes:
 - i. where no transaction to pay is made or completed;
 - ii. where a transaction to pay is reversed or dishonoured;
 - iii. where StudyLink declines or fails to pay within ten working days from enrolling in courses.
- (d) Subsequent payment of outstanding debt does not guarantee entry into previously approved courses.

10. Taxes

All fees and fines listed in the Schedule to these Regulations include New Zealand Goods and Services Tax.

11. Right of Appeals

A student may appeal a fines levy decision by following the appeals process outlined in the Regulations used to issue a fine.

Schedule to the Regulations for Fees and Fines

Effective for 2025. Fees were correct at the time of print and students are advised to consult the website for the latest information.

Schedule 1: Tuition Fees

Part A: Fee Bands: Domestic student fees (per 120 points)

Fee Band	Indicative Subject Area	Undergraduate Courses (\$NZ)	Postgraduate Courses (\$NZ)	Research Courses (\$NZ)
1	Arts, Communication, Criminal Justice, Education, Social Science	7,153	8,675	8,085
2	Accounting, Business, Economics, Law	7,571	9,039	8,462
3	Computational Mathematics, Computer Science, Fine Arts, Music, Non-Bench Science, Theatre and Film	7,987	9,410	8,845
4	Antarctic Studies, Bench Sciences, Health Sciences	8,291	9,706	9,150
5	Engineering, Forestry	8,977	10,146	9,737
6	Information Systems	7,833	9,159	8,702
7	Audiology, Speech and Language Pathology	8,914	10,097	9,683
8	Ecology	8,611	9,834	9,408
9	Art Curatorship, Mathematics, Statistics	7,179	9,105	8,459
17	Foundation Studies	7,153		

Part B: Fee Bands: Domestic student fees – Special programmes

Programme	Undergraduate Programme (\$NZ)	Postgraduate Programme (\$NZ)
Certificate in University Preparation (1 semester)	894 per course	
STAR courses	633 per 15-point course	
Postgraduate Certificate in Antarctic Studies (60 Points)		4,853
Postgraduate Diploma in Business (120 points)		9,039
Postgraduate Diploma in Business Administration (120 points)		27,629
Postgraduate Diploma in Business Information Systems (120 points)		9,039
Master of Antarctic Studies (180 points)		14,281
Master of Business Administration (180 points)		41,444
Master of Business Information Systems (180 points)		13,559
Master of Professional Accounting (180 points)		13,558

Part C: Fee Bands: International student fees (per 120 points)

Fee Band	Indicative Subject Area	Undergraduate courses (\$NZ)	Postgraduate courses (\$NZ)
1	Arts, Criminal Justice, Education, Social Sciences	32,800	36,800
2	Accountancy, Business	34,900	36,400
3	Fine Arts, Law	38,800	42,200
4	Science, Health Sciences	41,500	43,800
5	Engineering	49,900	49,900
7	Audiology, Speech and Language Pathology, Forestry	45,200	45,200

Part D: Fee Bands: International student fees – Special programmes

Programme	Points	Programme Fee (SNZ)
Study Aboard (per semester)	60	12,950
Te Kaupeka Toi Tangata Faculty of Arts		
Master of Applied Translation and Interpreting	180	48,600
Master of European Union Studies	180	48,600
Master of International Relations and Diplomacy	180	48,600
Master of Linguistics	180	48,600
Master of Māori and Indigenous Leadership	180	48,600
Master of Policy and Governance	180	48,600
Master of Strategic Communication	180	48,600
Master of Systems Change	180	48,600
Master of Te Reo Māori	240	64,800
Master of Writing	180	48,600
Postgraduate Certificate in Maori and Indigenous Leadership	60	16,200
Postgraduate Certificate in Te Reo Māori	60	16,200
Postgraduate Certificate in Translation and Interpreting	60	16,200
Postgraduate Diploma in Art Curatorship	120	32,400
Postgraduate Diploma in Arts	120	32,400
Postgraduate Diploma in Te Reo Māori	120	32,400
Postgraduate Diploma in Translation and Interpreting	120	32,400
Te Kura Umanga UC Business School		
Master of Business	180	54,600
Master of Business Administration	180	61,350
Master of Business Information Systems	180	54,600
Postgraduate Diploma in Business Administration	120	40,900
Te Kaupeka Ako Faculty of Education		
Master of Teaching and Learning	180	48,600
Master of Teaching English to Speakers of Other Languages	180	48,600
Postgraduate Certificate in Education	60	18,400
Postgraduate Certificate in Teaching English to Speakers of Other Languages	60	16,200
Postgraduate Diploma in Teaching and Learning	150	40,500
Graduate Diploma in Teaching and Learning	150	33,000
Graduate Diploma in Teaching and Learning (Primary)*	150	33,000
Te Kaupeka Pūhanga Faculty of Engineering		
Master of Engineering in Management	120	54,600
Master of Product Design	180	63,000
Master of Product Innovation	180	63,000
Postgraduate Certificate in Product Design	60	21,000
Postgraduate Certificate in Product Innovation	60	21,000
Postgraduate Diploma in Engineering Management	120	36,400
Te Kaupeka Oranga Faculty of Health		

Master of Health Sciences Professional Practice	180	45,700
Master of Social Work	120	32,400
Master of Social Work (Applied)	240	64,800
Postgraduate Certificate in Clinical Teaching	60	16,200
Postgraduate Certificate in Health Sciences	60	21,900
Postgraduate Diploma in Health Sciences	120	43,800
Te Kaupeka Pūtaiao Faculty of Science		
Master of Applied Data Science	180	62,100
Master of Disaster Risk and Resilience	180	62,100
Master of Speech and Language Pathology	240	82,800
Master of Water Resource Management	240	87,600
Professional Master of Engineering Geology	180	62,100
Postgraduate Diploma in Applied Data Science	120	36,400

* Not open to new enrolments.

Schedule 2: Compulsory Course Costs

Part A: Funded by Student Loan

Description	Fees (\$NZ)
Te Kaupeka Toi Tangata Faculty of Arts	
COMS233 Field Trip and Courtroom Fieldwork	117
COMS330 Marae visit	200
COMS331 Fieldwork	335
COMS332 Fieldwork	270
COMS450 Field Trip	129
FINA101 Fine Arts intermediate materials	336
FINA102 Field Trips	86
FINA103 Fine Arts intermediate materials	509
POLS103 Field Trip	59
POLS216 Field Trip	235
POLS304 Field Trip	235
POLS440 Field Trip	244
POLS441 Field Trip	244
SENS101 Field Trip	109
SENS201 Field Trip	109
Te Kaupeka Pūhanga Faculty of Engineering	
ENCH295 Chemical Engineering Professional Practice	473
ENCN213 Civil Engineering Workshop	261
ENEL200 Electrical - Mech Engineering Workshop	190
ENFO204 Forestry Workshop	261
ENFO410 Compulsory Fourth Year Field Trip	272
ENGE411 Field Trip	40
ENGE417 Field Trip	216

ENME202 Mechanical Engineering Workshop	578
ENME405 Field Trip	102
FORE141 Field Trip	143
FORE218 Field Trip	574
FORE307 Field Trip	376
FORE419 Field Trip	275
Te Kaupeka Pūtaiao Faculty of Science	
ANTA603 Field Trip - International	6,004
ANTA603 Field Trip - Domestic	5,352
BIOL112 Field Trip	25
BIOL212 Field Trip	122
BIOL275 Field Trip	122
BIOL305 Field Trip	165
BIOL375 Field Trip	166
BIOL378 Field Trip	123
BIOL384 Field Trip	166
GEO1101 Field Trip	38
GEO1240 Field Trip	40
GEO1241 Field Trip	40
GEO1246 Field Trip	40
GEO1351 Field Trip	40
GEO1352 Field Trip	40
GEO1473 Field Trip	40
GEO1478 Field Trip	40
GEO1479 Field Trip	40
GEO1483 Field Trip	46
GEO1493 Field Trip	39
SCIM101 Field Trip	40

Part B: Not funded by Student Loan

Description	Fees (\$NZ)
Te Kaupeka Toi Tangata Faculty of Arts	
TIRA435 Haerenga travel and accommodation	8,500
TIRA436 Haerenga travel and accommodation	4,600
Te Kura Umanga UC Business School	
MBAM610 Leadership Coaching & Assessments Fee	345
MKTG317 Sustainable Tourism Enterprises and Destinations	350
Te Kaupeka Pūhanga Faculty of Engineering	
ENEL270 Electronics Workshop	190
SENG202 Software Engineering Workshop	176

Schedule 3: Service Fees

Part A: Application Fees

Description	Fees (\$NZ)
Late Enrolment Fee	159
Accommodation Services Application Fee	150
Credit Transfer from New Zealand Tertiary Provider Application Fee	100
Credit Transfer from International Tertiary Provider Application Fee	100
Recognition of Prior Learning Application Fee	300

Part B: Pay as you go Fees

Description	Fees (\$NZ)
Student Services Levy**	9.17 per academic point of study
Student Services Levy (Distance students)	1.83 per academic point of study
Studentsafe Insurance Premium per semester	508
Studentsafe Insurance Premium per annum	750
Distance examination sat outside of home city (fee per venue)	131
Off-campus examinations (fee per venue)	131
Alternative exam arrangement	131
Reconsideration of Grade (per subject)	84
Copy of examination script (per subject)	15
Transcript	40
Transcript – additional copies	20
Digital Transcript	30
Digital Letter	30
Letter – conferment of degree	40
Letter – eligible to graduate	40
Replacement of a degree or diploma certificate	120
Internet Charges (per GB)	Free
Email	Free
Photocopying/Printing – A4 black & white (single sided per page)	0.03
Photocopying/Printing – A4 black & white (double sided per page)	0.026
Printing – A3 black & white (single sided per page)	0.08
Printing – A3 black & white (double sided per page)	0.067
Photocopying/Printing – A4 colour (single sided per page)	0.12
Photocopying/Printing – A4 colour (double sided per page)	0.11
Printing – A3 colour (single sided per page)	0.25
Printing – A3 colour (double sided per page)	0.24
Parking Permit – Semester	237.50
Parking Permit – Full Year	475
Key deposit	31
Canterbury Card (replacement)	21

** Capped at a maximum of 150 points of on-campus study per academic year.

Schedule 4: Fines

Description	Fine (\$NZ)	Max Fine (\$NZ)
Behavioural Misconduct and Academic Misconduct		
Examination – Breach of Instruction fines		125
Proctors Fine		500
Misconduct Committee Fine		5,000
Library		
1 Day loan (per day or part thereof)	3	60
3 Day loan (per day or part thereof)	3	60
1 hour loan (per hour or part thereof) (15 minutes grace)	3	60
3 hour loan (per hour or part thereof) (15 minutes grace)	3	60
Recall fine rate (per day or part thereof)	3	60
Lost item (per item)	Replacement cost	-
Facilities and Estate		
Parking - Clamping (per offence)	53	159