



Divine Word University

P O Box 483, Madang, PNG

Tel: 422 2937

CONDITIONS FOR ENROLMENT

DWU FEES AND SCHOLARSHIP INFORMATION 2011

Divine Word University is a Christian national University, open to all, serving society through its research and teaching in a Christian environment. DWU receives institutional financial assistance from its Donors and the National Government. Fees are held to a minimum to encourage enrolment from all parts of the Nation. To pay your fees there are a variety of paths that you might follow. Nevertheless, DWU offers you its educational services and possible assistance on the condition that you are willing to contribute to the development of Christian life in PNG by your lifestyle and commitment.

CONDITIONS FOR ENROLMENT AND SCHOLARSHIP

The following are conditions to be eligible for enrolment at DWU and to receive DWU assistance. You will **sign a document like this on Registration Day**.

1. *I accept all the rules of the University as set out in the Handbook and other publications.*
2. *I accept my academic responsibilities regarding program requirements and study.*
3. *I have a serious desire to deepen my Christian commitment.*
4. *I will contribute my services towards the DWU Community through self-reliance and community service.*
5. *I will strive to become a professional in my field.*
6. *I realize that TESAS and DWU assistance may be reduced or cancelled by the Disciplinary Board if I fail in matters of discipline, academic performance or neglect of community service.*
7. *I understand that, if I am receiving DWU assistance, no fees are refundable after the first term.*

SPONSORSHIP

TESAS (TERTIARY EDUCATION STUDY ASSISTANCE SCHEME)

- There are various levels of Governmental TESAS assistance
- The AE (Academic Excellence) awards are worth K3,600.00 per year. HECAS (Higher Education Contribution Assistance Scheme) awards are worth K2,700.00 per year at a University. They are reviewed every year on the basis of academic merit, once you are enrolled at a University. They may be lost through lower grades, suspension or termination.
- All TESAS – HECAS students must pay **K1050.00**. and TESAS – AES must pay **K150.00**. *These two fees are included in the “On Registration Fee of K3,215.00 and K4,890.00” for students living on Campus and K2,096.00 and K2,934.00 for students living off Campus.*
- **Returning students in Year 3 degree programs may get a continuation of TESAS if they received it in their first two years and have informed the Office of Higher Education (OHE) of their intention of returning to studies**, depending on their Grade Point Average and acceptance into the University.

PROVINCIAL GOVERNMENT OR COMPANY PART SPONSORSHIPS

Any partial subsidy, granted by agencies such as the Provincial Governments or business companies will mean a reduction in the amount DWU contributes to the shortfall from the full fees of K17,000.00 (this amount is referred to as Shortfall Contribution). Part Sponsorship is a shared between the University and the student as follows –

- the fees will be reduced by 50% of the Part Sponsorship;
- the DWU Shortfall Contribution will be reduced by 50% of the Part Sponsorship.

If you have a sponsor please note: Students are reminded that they are responsible for the payment of fees pledged by sponsors. All outstanding fees remain the responsibility of the student. All OHE sponsored students must pay their portion of the debt not paid by OHE in 2009 and 2010.

ANNUAL COST

The annual cost per student is K17,000.00. DWU is conscious of the fact that many students will find difficulty in meeting the total costs. Thus, students are encouraged to seek company or government sponsorships.

ANNUAL FEE

A. Student fees for 2011 are made up of minimum personal fees and Government sponsorship TESAS. The following formulas apply:

First and Second Year Students

Personal fee K3185.00 + TESAS K2,700.00 + DWU development fee K200.00 + SRC fee K30.00 = K5915.00 per year.

Third and Fourth Year Students

Personal fee K4660.00 + TESAS K2,700.00 + DWU development fee K200.00 + SRC fee K30.00 = K7590.00 per year.

The total fee includes tuition, learning resources, physical resources, board and lodging, development fees and non-refundable SRC fee. It does not include transport to and from the University, book purchasing, or pocket allowance.

REGISTRATION

Fees must be paid by 31st January 2011. Unfortunately, students will not be able to commence classes until "On Registration "fee is paid".

Fees are paid into the Divine Word University account with the Bank of South Pacific (BSP), Madang Branch. The Account number is **960 1000 433806**.

No cash or cheques will be accepted for payment of fees during registration or at the University Finance Office.

- First and Second Year Students must have deposited "On Registration" fee of K3,215.00, living on Campus – Residential and living off Campus Non –Residential fee is K2,096.00.
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- Third and Fourth Year Students must have deposited "On Registration" fee living on Campus of K4,890.00 and living off campus fee is K2934.00.
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- **PLEASE NOTE:** Money for student allowances, or cheques including school fees for other siblings MUST NOT be paid into the DWU account.

REFUND OF FEES ON WITHDRAWAL

If a student withdraws from studies for academic or disciplinary reasons, then refund of fees is calculated on a pro rata basis for the full fees of K17,000.00 per annum. This will mean that by the end of the first term, a student will owe the university K4,250.00. Refunds will be calculated against this amount due. All refunds due to continuing students will not be paid until the end of their full academic program (usually the second year).

REGISTRATION DAY

- a copy of your Grade 10 and Grade 12 Certificates and Certificates of other qualifications (New Admission)
- Letter of acceptance from DWU.
- the 1.2.3 Attachment showing a record of your efforts to obtain sponsorship.(Year 3 applications only)

To: **The Registrar,
Divine Word University,
P O Box 483, Madang**

For more information on DWU, please visit our website: www.dwu.ac.pg

*Keep this PAGE for your own reference.