



Refund of tuition fees

In accordance with Section 12 of the Ordinance on Application Fees and Tuition Fees, the University may refund the whole fee or part of the tuition fee if a student has paid the tuition fee but is no longer liable for payment in accordance with Section 5 of the Ordinance on Application Fees and Tuition Fees. The refund relates to the part of the study programme for which the student is not liable for payment. The University may also in other cases, refund the whole fee or a part of the tuition fee if a student is prevented from participating in the course or study programme for particular reasons.

Mälardalen University (MDH) may refund the tuition fee, on written application from the student, in cases where the student can verify (where appropriate with a certificate) that one of the following reasons applies:

- the tuition fee has been paid erroneously,
- the student has acquired a change of status and is thereby no longer liable for payment,
- the student does not have or has no longer been granted a residence permit in Sweden,
- the student has paid the fee too late in the semester, and no longer has the right to start the course or study programme. In normal cases, the rule is that the student has access to the course or study programme during the registration period, unless otherwise decided by the School,
- the student applies for non-completion within three weeks of commencement of the course or study programme,
- the student withdraws from the course or study programme within three weeks of its commencement, or
- the student will receive a credit transfer for the course to be studied,
- the student is awarded a scholarship.

A student who wishes to request a refund of tuition fees must apply using a form available on www.mdh.se. The Vice-Chancellor's delegation determines who will make a decision on refunds. Decisions to refund fees, or to reject all or part of the application for a refund, may not be appealed against pursuant to Chapter 12, Sections 2 and 4 of the Higher Education Ordinance – (Högskoleförordningen).

An administrative fee of 3 000 SEK will be charged to the student and will be deducted from the refunded tuition fee.



Form for the Application for a refund of tuition fees

Student Details - To be filled out by the student

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Student's Name

.....
Student's Personal code number/Civic number

.....
Address

.....
Postal code, city

.....
Country

.....
Email

.....
Telephone number (mobile)

Certified copy of passport attached

Bank details attached

I am admitted to:

.....
Programme/Course

Reasons for requesting a refund (where appropriate attach a certificate):

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Please submit the form to the Division of Admissions and Degrees.



Bank account details

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Student's Name

.....

Student's Personal code number/Civic number

I hereby request a refund of the tuition fee to the following bank account (please use block letters). **Please note that Mälardalen University will only refund the tuition fee to the same bank account from which payment originally came from.**

The recipient must pay for any bank charges, if applicable

Bank account from where the tuition fee was paid:

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Name of Bank

.....

Address of the bank

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Bank account number

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BIC/SWIFT code

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IBAN (only European banks)

Details of the owner of the bank account

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Owner of the bank account

.....

Address

.....

Postal code, city

.....

Country

Please submit this form together with the Application for a refund of tuition fees.