University Of Limerick Fees General Queries

1. **How can I see my course billing?**
   
   *All students are required to complete the Online Finance Task, which is located on the student portal at www.si.ul.ie. Once you have completed pay now or pay later, exit and log out. After 24 hours the billing process will have taken place and the student can check their fees from their Financial Statement.*

2. **How can I make fee payments?**
   
   *From the finance task or the financial statement Students will be directed on how to pay online by Debit, Visa or Laser card upon completion of the Online Finance Task.*

   An automated telephone payment system is available 24x7 on 0035361-529097.
   
   This number is for **Student Fees** payments only, please check your portal account for up to date balance.
   
   You are required to have:
   - Student ID number
   - Student’s date of birth
   - Card on which the payment is to be made (Min payment is €18)

   Alternatively, students can post a cheque or bank draft to the quoting their student ID number on the back of cheque made payable to the University of Limerick or bank draft.

   Students can also pay via the following link [https://ul.sybernetfps.ie/ulvivr](https://ul.sybernetfps.ie/ulvivr)

3. **What are your bank details?**
   
   Please refer to question 2. Due to new banking restrictions, we can no longer facilitate direct transfer payments.
4. **What are your office opening hours?**
   
   Monday to Thursday: 11:30am to 12:30pm and 2:30pm to 4:30pm.
   
   Friday: 11.30 am to 12.30pm and 2.30pm to 3.30pm

5. **I am having trouble paying my fees online with a laser card?**
   
   A daily limit of €1,500.00 applies to all LASER cards only. So for larger payments, please pay over a number of days.

6. **Can I send in a cheque and who will I make it payable to?**
   
   Students can post a cheque or bank draft quoting their student ID number on the back of the cheque and make it payable to the University of Limerick.

7. **What is your postal address for sending in cheques?**
   
   Fees Office, University of Limerick, Castletroy, Limerick.

8. **I was not made aware of the fees to be paid?**
   
   Non-receipt of a fee schedule by a student will not be accepted as a valid reason for non-payment of fees.
   
   Refer to the Academic Year Fee Schedule for the latest dates for fee payment.
   
   Instalment 1 for Autumn Semester is due in early September of that year.
   
   Instalment 2 for Spring Semester is due in the first week of the semester in January.

9. **How are current students reminded to pay fees?**
   
   Current Students will receive a generic email to their UL email address prior to returning to college for the new academic year and the second
semester of their college year. They will also receive reminder emails from time to time if fees are owed.

10. Can I pay fees in stages?

Yes, you can apply for a 9 month payment plan which starts in September and has to be paid in full by May 2020. You can use any of the payment methods listed above. This option can only be extended to students who don’t already owe fees from a previous course of study in UL or the previous academic year of a current course.

Please email student.fees.office@ul.ie for more information.

It is the sole responsibility of the student to make payments as per the plan. Students that do not follow the agreed payment plan will be blocked from progressing in their study in December for Semester 2 and May for the following year.

11. I’m late paying my fees is there a fine?

A Late fee fine of €200 will apply where students fail to pay fees by the specified due date.

12. I haven’t paid my fees for last year and I cannot log on to the system?

The fees are the sole responsibility of the student for the duration of their time at the University. Fees that are not paid within the academic year will result in an automatic block for the student on the system. This block will be removed on full payment of outstanding fees.

If a student is getting funding via SUSI, Grant Authority or Sponsor, the responsibility lies with the student to ensure payment has been made to cover the student’s fees.

Students at any time can review their outstanding balance thorough their student portal and their financial statement. Please note that
delays in funding is the responsibility of the student and the University gives a 60 day grace period after which the student is expected to make payment. On receipt of subsequent funding the student will be reimbursed on payments made.

For any queries or issues encountered please contact the fees office for any assistance.

13. I am looking for a tax receipt for fees paid?

This receipt can be downloaded in the student portal under the self service receipt section of the portal.

14. I am currently been funded by my company. Can you send my company an invoice?

Student’s fees are the liability of the student and therefore an invoice can be given to the student for the fee amount. Further external arrangements regarding fee payments are the responsibility of the student and not the University so no invoices can be generated in this regard.
Course Fees

Detailing Student Contribution, HEA Tuition Fees, and Criteria required for eligibility EU & NON EU Fees, Grants & Schemes with SUSI & Local Authorities.

**STUDENT CONTRIBUTION FEE**

15. **What is the student contribution fee?**

Formerly called the student services charge it covers student services and examinations.

Rate AY 2019/2020 = €3,000

16. **Does the student contribution fee increase each year?**

**Budget 2013:** It was announced that the student contribution will be €3,000 in 2015-2016.

17. **Is there any tax relief on student contribution payments?**

- The Student Contribution is in principle allowable for tax relief.
- However with effect from 2011 the first €2,000 in qualifying fees per claim will be ineligible for tax relief for students in full-time education. For students in part-time education, the first €1,000 in qualifying fees will be ineligible.
- Families with two or more children who are paying the Student Contribution charge will qualify for tax relief in respect of payments being made for second and subsequent children.
- The upper threshold for tax relief on qualifying fees per programme is €7,000.
- For further details on the tax relief please refer to the Revenue Commissioners.
- Families must deal directly with the Revenue Commissioners on claiming tax relief, not with the University.
18. I am a student who, as part of my programme of study is spending time off campus, Do I need to pay fees?

All students attending Erasmus/Exchange/Cooperative Education programmes must pay fees as normal to the University of Limerick.

TUITION FEES

19. What are Tuition Fees and do I qualify for free tuition fees?

Most undergraduate students attending publicly funded third-level courses do not have to pay tuition fees. Under the terms of the Free Fees Initiative, the Department of Education and Skills pays the fees to the colleges instead.

How to apply

There is no separate application for the Free Fees Initiative. Your eligibility will be assessed on the basis of the information you give when applying for a college place.

To qualify for free fees, you must meet criteria with regard to:

✓ Residence:

You must have been living in an EEA member state or Switzerland for at least 3 of the 5 years before starting your course. The members of the EEA (the European Economic Area) are the member states of the EU, along with Iceland, Norway and Liechtenstein.

✓ Nationality and immigration:

You must also fulfil one of the following 6 criteria as regards nationality and immigration status in Ireland: You must

- Be a citizen of an EEA member state (see above) or Switzerland or
- Have official refugee status or
- Be a family member of a refugee and have been granted permission to live in the State or
- Be a family member of an EU national and have permission to live in the State, with a stamp “4EUFAM” on your residence card or
- Have been granted humanitarian leave to remain in the State or Have been granted permission to remain in the State by the Minister for Justice and Equality, following a determination by the Minister not to make a deportation order under Section 3 of the Immigration Act 1999.

✓ Course requirements: You must also fulfil all of the following 3 course requirements:
- You must be undertaking a full-time undergraduate course of at least 2 years' duration (or certain shorter courses in institutes of technology).
- You must be a first-time full-time undergraduate. (However, students who already hold a Level 6 or a Level 7 qualification and are progressing to a Level 8 qualification on the National Framework of Qualifications without having received an exemption from the normal duration of the course may be deemed eligible for free fees.)
- In general, you must not be repeating the year because of failing your exams or changing course. This requirement may be waived if you repeat a year due to certified serious illness.

20. I have a degree already which I had to pay fees for in the past, Would I now qualify for HEA free fees now?

Free tuition fees are only available to people that do not have a degree qualification.

21. I have recently completed a Level 7 course and now plan to progress my education with starting a Level 8 course in the same discipline. Can I qualify for free fees?

Education Status Level 6 and level 7 holders progressing on to Level 8 can get free fees if they are doing a course in the same subject area.
CRITERIA REQUIRED FOR ELIGIBILITY EU & NON EU FEES

22. If I do not qualify above for the HEA free tuition fees, how do I know if I qualify for EU fees?

If you do not qualify for free fees you may still be eligible for EU fee rates. Some examples of when people might qualify for an EU fee rate are as follows:

- You originally qualified for free fees and are now repeating a year that you failed.
- You do not fulfil any of the 6 nationality and immigration status criteria listed above but have been tax resident for a number of years in an EEA member state or Switzerland.
- From September 2014, an Irish, EU, EEA or Swiss student who has spent at least five years in primary school or second level school in Ireland can avail of EU fee rates. Please see the fee schedule for course fees.

23. If I do not qualify above for the EU fees, what then?

If you do not qualify for EU fees you can be charged non-EU fees. Please see the fee schedule for course fees.

24. What would Student grants cover?

Student grants provide financial support to eligible students. There are 2 elements to the student grant - a maintenance grant and a fee grant. A maintenance grant is a contribution towards your living costs. A fee grant can cover:

- All or part of your tuition fees
- All or part of the student contribution
- Costs of essential field trips
25. How to I apply for a grant?

SUSI (Student Universal Support Ireland) is the single national Awarding Authority for all new student grant applications. Applications for Student Grants are assessed under the criteria set out in the Student Support Act 2011, Student Support Regulations and the Student Grant Scheme.

Applications are made online and are subject to supporting documentation. The SUSI website is a comprehensive source of information on the student grant scheme and provides a handy step-by-step guide to eligibility and the grants process. The online application system for the 2019/20 academic year is now open.

http://www.susi.ie/

26. Where can I find further information about funding & grants with tuition fees?

On these links:

www.studentfinance.ie

http://www3.ul.ie/courses/scholarships.shtml
Erasmus, Resits/Repeats and FYP resubmission

27. **Do fees apply when are on on work placement or Erasmus?**
   
   Students on Co-op, Erasmus or work placement pay fees as normal.

28. **Do students have to pay fees here if going to another college on Erasmus?**
   
   Please contact the Erasmus Office in UL to confirm this.

29. **I need to repeat a module at the summer repeats. Can you advise on the charge?**
   
   To repeat a module the charge is €171 per module sat. Once you have registered for the repeat module you will be billed. No refunds will be given for failure to sit or cancelling after registration.

30. **I have just completed annual repeats and awaiting results do I get an extension on fees as they are due this week?**
   
   Returning students waiting on annual repeat results have a deferred payment date of 13/09/2019. No late fee fines apply.

31. **I want to complete a Link-in this year, Can you advise on the total fee?**
   
   A **link-in** can be done by undergraduates or taught post graduates. Per Link-in = €568.00 (EU students) & €1,623.00 (non EU students) only. No student contribution will be required if you are just completing a link-in.
   
   - **Occasional link-in** is when a module is taken on its own.
   - **Repeat link-in** is when a module has to be repeated.

32. **I want to resubmit my Final Year Project, Can you advise me how it will be registered?**
   
   The Fees Office have no input into this registration please contact SAA to see how it’s going to be registered.
33. I want to resubmit my Final Year Project, Can you advise on the fee?

A FYP can be submitted if SAA have registered it as annual repeat and the charge is €171 (the annual repeat fee).

OR a FYP can be submitted if SAA have registered it as repeat link in - then the EU €568 / NON-EU €1623 fee applies.

34. I want to complete a Link-in this year for my Final Year Project, Can you advise on the total fee?

A FYP (final year project) has only one fee of 568 / 1623 attached to it, even if it is completed over 2 terms.

35. I want to register for link-ins but I am being funded by the Access office. Can you advise me how to proceed?

Students registering for link-in’s that are being funded by the Access Office, need to get the Access Office to confirm by email to student.fees.office@ul.ie and the student must complete a link-in form (from SAA) to hand in to us here at the fees office.

36. I have had to delay handing in my thesis and have missed my deadline. Do I have a late payment fee to pay?

A thesis or dissertation is part of a taught postgraduate course. If you don’t get your thesis in, within the normal course deadlines you will have to pay a continuation fee which is €437 for EU students & €1248 for non EU students.
37. I am a student in receipt of a scholarship, What do I need to do?

For all other scholarship types (non-international) the student must get their course leader or sponsor to email the details including cost centre to student.fees.office@ul.ie

38. I am a research or international student looking to get a visa Letter completed?

For Research Students, the Post Graduate Admissions Office will complete a visa letter.

All other international students who are undergraduate or taught postgraduates need to go to the International office to complete them.

39. I am an International student in receipt of a scholarship, What do I need to do?

We will be informed by the International office as to what International Students are in receipt of scholarships.

40. I am a research student and have a query on bench fees?

Research students querying bench fees please go directly to your UL supervisor.
Refunds/Rebates – including withdrawals, deferrals

41. Can I defer an Entry to the University and who do I speak with?

Applicants who have been awarded a place in the University of Limerick may be permitted to defer entry for one year. Full details are available from the Admissions Office.

42. Are the UL Acceptance Deposits refundable?

Acceptance deposits in respect of all programmes, both undergraduate and postgraduate, are non-refundable. All programme acceptance deposits will be offset against the student fee liability.

43. How can I get a refund on fees paid?

The University accepts no obligation to refund any fee or part of any fee paid in respect of any programme. However, in certain circumstances, the University may consider a partial refund of the fee paid.

The following are the guidelines for the refund of fees:

**Undergraduate:**

Non-Refundable amount after 31st October 2019: Semester 1 Registration fee of €1,500.

Non-Refundable amount after 31st October 2019: Semester 1 fees claimed from HEA.

Non-Refundable amount after 31st January 2020: Semester 2 Registration fee of €1,500.

Non-Refundable amount after 31st January 2020: Semester 2 fees claimed from HEA.
**Postgraduate:**
Non-Refundable amount after payment received by Fees Office: for EU Students Deposit fee of €250 and Non EU Students Deposit Fee of €600.

Non-Refundable amount after 31\textsuperscript{st} October 2019: Semester 1 fees.

Non-Refundable amount after 31\textsuperscript{st} January 2020: Semester 2 fees.