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IRO NEWS THIS WEEK

Enrollments for the academic year 2023-2024 are officially over! **Tuition Fee Refund Policy - Deadlines & Steps**

General contact details for the International Relations Office

international@staff.utcluj.ro

Please try to only reach out to your direct contact officer if you want to address your specific situation.



Tuition Fee Refund Policy Deadlines

Note: Cases beyond the current legal framework will be referred to the Legal Office.

Certain candidates from the autumn 2023 admission procedure may qualify for tuition fee refunds if they submit their complete documentation and a decision on it is pronounced before the 1st of March 2024.

As of January 10, the enrollment deadline for the Preparatory Year of Romanian Language at TUCN has concluded. This was the last enrollment deadline and no more candidates from 2023-2024 can be welcomed as students. We understand that unforeseen circumstances can arise, impacting enrollment after the payment of the tuition fee for self-financed candidates. Here are the key details regarding the TUCN tuition fee refund procedure.



Refund Procedure

Steps to follow:

A) Submit a written request (ask for the form at international@staff.utcluj.ro) with relevant documents certifying the right to a refund (e.g., proof of payment, passport, identity card, any proof of the visa refusal, a copy of the passport of the bank account holder (if the holder is different than the prospective student), a document from the bank showing the ownership of the bank account (not the bank balance) with IBAN and SWIFT details included, etc).

B) Requests will be processed no later than **March 1st** for the intended academic year.

C) Refund procedures adhere to the guidelines established by the Council of Administration.

D) Any associated fees (bank or administrative) will be deducted from the refund amount, according to legal provisions.

Conditions for Tuition Fee Refund

According to the internal procedure there are only 2 cases under which a tuition fee refund request will be considered:

1. **Rejected Visa Application**
2. **Force Majeure**

Rejected Visa Application - If your study visa application is rejected post-acceptance, you may apply for a refund by providing proof of rejection.

Force Majeure - In cases of force majeure (e.g., disasters, political conflicts, medical emergencies) preventing registration and travel to Romania despite obtaining a study visa, a refund can be requested with supporting evidence.



Refund Distribution

Procedure stipulated rules for processing the refunding of the tuition fee:

A) Refunds can be made to the holder of the Letter of Acceptance or the designated person who made the payment.

B) Options include cash pick-up from the university cashier in person or bank transfer into the account from which the payment was made.

C) For interbank operations, the International Relations Office will coordinate with the Financial-Accounting Department, subject to Council of Administration approval.