

湖北医药学院留学生收费管理办法

一、学费、住宿费在每学年开学时（秋季入学者为九月、春季入学者为三月）收取，按每学年标准缴清。实习学生应于进入实习前缴清在校就读期间学费、住宿费。凡降级试读者，均应补缴一学年的学费、住宿费。学生交费采取网上银行交费，学生交费后学校计财处出具收费票据，学生对收费票据要妥善保管。

二、学生应按期缴纳，无故逾期不缴，学校将依法采取措施，作出处理。学院根据学生缴费情况决定学生是否注册。

三、学生因家庭经济困难确需缓交学费、住宿费的，由学生本人提出申请，报学院审核批准后执行。

四、毕业生所欠学费、住宿费须在毕业离校前一次缴清，否则学校将有权作出相应处理。

五、凡要求退学者，在学年第一学期开学两周内（以批准时间为准）退学的，退还当年全部学费、住宿费；两周后退学的，第一学期的学费、住宿费不退，退还第二学期学费、住宿费；第一学期结束后退学的，所缴学年学费、住宿费均不予退还。

Charging Management Measures for International Students in Hubei University of Medicine

1. Tuition and accommodation fees shall be collected at the beginning of each academic year (September for the fall session, and March for the spring session), and paid according to the standard of each academic year. Students shall pay the tuition and accommodation fee before entering the internship. All those who are degraded to the next grade shall pay tuition and accommodation fees for one more academic year. Students pay fees through online banking. After students pay fees, the Finance Department shall issue a charge note. Students shall keep the charge note properly.
2. Students shall pay fees on time. If they don't pay fees on time without any reason, the University shall take measures in accordance with the law. The School can decide whether to register students according to their payment.
3. If students really need to postpone the payment of tuition and accommodation fee due to family financial difficulties, they shall submit an application to the School for approval.
4. The tuition and accommodation fees owed by students in the last year of study shall be paid in one time before graduation, otherwise the University shall have the right to handle accordingly.
5. For those who ask to leave the University, if they apply within 2 weeks (subject to the approved time) of the first semester of the academic year, all tuition and accommodation fees of that year shall be refunded; for those who drop out after 2 weeks, tuition and accommodation fees of the first semester shall not be refunded, and tuition and accommodation fees of the second semester shall be refunded; for those who drop out after the first semester ends, tuition and accommodation fees of the academic year shall not be refunded.