



Vademecum credit reduction

The jury may allow a student to enrol in an annual programme with less than 60 credits¹ based on a motivated and individual decision. This reduction can only be granted for professional, academic, social or medical reasons with supporting documentation. Students who have obtained the status of athlete, artist or disabled student are automatically considered to have a right to the reduction, according to the Decree.

Any reduction will be subject to an annual agreement between the student and the Academy of Fine Arts of the City of Tournai. It cannot be granted after 31 October, except if the student obtains one of the above-mentioned statuses during the year or, if the student already has the status, the jury observes a significant modification of his/her situation.

A student who enrolls for the remaining credits of a Bachelor, Master or Master Specialisation cycle, is not in the situation of a reduction and must pay the full school fees.

Cost

The amount of the registration fees is defined by credit in the table here below.

| | | |
|--|--------|-------------------|
| Non-diploma year, type long, normal fee | € / 60 | € 5.84 per credit |
| Diploma year, type long, normal fee | € / 60 | € 7.58 per credit |
| Non-diploma year, type long, "scholarship" | € 0 | € 0 |
| Diploma year, type long, "scholarship" | € 0 | € 0 |
| Non-diploma year, type long, "modest income" | € / 60 | € 3.99 per credit |
| Diploma year, type long, "modest income" | € / 60 | € 5.72 per credit |

Procedure

- The student enters his/her registration request
- The student goes to the secretariat to request a reduction (indicated in the 'PAE' - Annual Study Plan)
- The reduction is accepted or not

Payment

The final amount of the registration fees will be registered during the month of November.

¹Article 151 of the Landscape decree and article 38 of the studies and exams regulations.



In the meantime, the registration fees are, by default, € 350.03 (non-diploma year, type long) or € 454.47 (diploma year, type long).

In accordance with the studies regulations and the Landscape decree, all students must have paid 10% of the registration fees (€ 35.003 / € 45.447) by 31 October².

Therefore, at the time of registration, all students, whether or not they are requesting a reduction, are invited to pay 10% of the school registration fees to be in order from an administrative point of view.

Once the final amount of registration fees is known, the student will be notified electronically and will be invited to pay the remainder of the registration by bank transfer or by card at the Secretariat or they can introduce a request for reimbursement using the form.

~~The remaining balance of the registration fees must be paid at the latest by 4 January~~



Registration fees reimbursement form

| | |
|------------|-------------|
| Last Name: | First Name: |
| Programme: | Year: |

On (date) ... / ... / ..., I paid the total amount of the registration fees (amount in numbers).....€

On (date) ... / ... / ..., I submitted a request for a reduction for (number of credits) credits for the academic year 20../20... .

Given that my request for a reduction has been accepted, I wish to receive a reimbursement for the difference.

| |
|----------------------|
| Account IBAN number: |
|----------------------|

Tournai, date

Signature