



NOTICE ON TUITION PAYMENT FOR COSBA STUDENTS

Date: April 14, 2026

To:

All Students of Competency School of Business Administration in Ghana (COSBA)

Issued by: The Asia Pacific School of Business

The Asia Pacific School of Business (hereinafter referred to as "the School") fully acknowledges and understands that Africa is composed of developing or low-income countries, and Ghana, as one of them, has specific economic conditions that may bring certain financial pressure to students in paying tuition fees. In order to effectively ease the financial burden on COSBA students and ensure the smooth progress of their academic studies, the School has formulated a phased tuition payment plan specifically for COSBA students. The relevant matters are hereby notified as follows in accordance with international academic standards and the School's rules and regulations:

I. Phased Tuition Payment Arrangement for COSBA Students

COSBA students shall pay their tuition fees in three installments, and the specific proportion and payment deadline of each installment are clearly stipulated as follows:

1. First Installment: 50% of the total tuition fee, with the payment deadline being before May 31, 2026.
2. Second Installment: 30% of the total tuition fee, with the payment deadline being before December 31, 2026.
3. Third Installment: 20% of the total tuition fee, with the payment deadline being 10 working days before the thesis defense. Students shall pay the full amount on time according to the thesis defense schedule notified by the School.

II. Penalty for Failure to Pay Tuition Fees on Time

Students who fail to pay the tuition fees in accordance with the provisions of this Notice and the specified deadlines will have their student status suspended by the School. During the suspension period, students will not be allowed to participate in any academic activities organized by the School, including but not limited to classes, examinations, and thesis defense, until they have paid all the arrears in full.

III. Special Difficulty Application Guidelines

For students who have special financial difficulties and are unable to pay the tuition fees in accordance with the above phased arrangement, they shall submit the Certificate of Destitute Persons issued by the relevant government departments of Ghana. The certificate must be notarized by an authoritative third-party institution recognized by both the School and the Ghanaian government. After receiving and reviewing the relevant materials, the School will conduct a comprehensive assessment based on the actual situation of the students and make a discretionary decision on whether to retain their student status.



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IV. Supplementary Notes

1. All COSBA students shall carefully read and abide by the provisions of this Notice, and make tuition payment arrangements in advance to ensure that each installment is paid on time. Any delay caused by personal reasons will not be exempted from the corresponding penalties.
2. For matters related to tuition payment (such as payment channels, amount confirmation, etc.), students may contact the COSBA Financial Office for consultation.
3. This Notice shall be implemented from the date of issuance, and the final interpretation right shall belong to The Asia Pacific School of Business.

Chairman of Rotating
Board of Trustees of The Asia Pacific School of Business
April 14, 2026



Copied to:
Board of Supervisors, Academic Committee, Degree Committee, University Affairs Committee, President's Office, Finance Department, International Academic Exchange and Cooperation Center, Student Well-being Office, Graduate Education Office.

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