

*Maynooth University
Fees & Grants Team Welcome*

March 2022 Postgraduate Open Day

<https://www.maynoothuniversity.ie/student-fees-grants/postgraduate>



What are Fees? How are they Calculated?

Postgraduate EU student fees are made up of the following two elements;

- Tuition Fee
- Student Levy Fee

Note: International students must pay 100% tuition fee prior to registration.

Once a student registers on a course, they immediately become liable for payment of fees for the period of registration up to the date they officially withdraw.



Important Fee payment Deadlines

For EU students, Fees can be paid in two instalments

The First Fee Instalment is due as part of the registration process.

The Second instalment is due on or before the 31st of January of the given Academic Year

International students must pay 100% fee liability prior to registration



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Pac Deposits

- Most PG students applying for and offered a place with us are required to pay a non-refundable deposit through the PAC application system – you will receive details on the process as part of the application and acceptance process.
- Please note that you may also be required to pay a PAC Administration fee of €50.00 which **is not** forwarded to the University to be offset against fee liability.
- The PAC Deposit payment **is** forwarded to Maynooth University Student Fees & Grants Office, which is credited to your student fee account to be offset against your student fee liability incurred upon registration.

Postgraduate Research Funding



If you are in receipt of Postgraduate Research Funding, you must pay your student levy and complete a Postgraduate Fee Internal Transfer form. This form must be completed EACH Academic year by your Head of Department or Supervisor.



<https://www.maynoothuniversity.ie/student-fees-grants/quick-link-forms-documents/postgraduate-fee-internal-transfer-form>

SUSI / Grant Funding

For information on a SUSI Grant for Postgraduate students, please refer to the SUSI website at www.susi.ie

SUSI does not cover the **Student Levy Fee**. All students are liable to pay the **Student Levy Fee** in each academic year

- SUSI students who have been awarded the *Postgraduate Fee Contribution* of €3,500.00, are liable for the balance of tuition fees anything above €3,500.00 plus the student levy.
- SUSI students who have been awarded the *Postgraduate Fee Grant* of up to a maximum €6,270.00 are liable for the balance of tuition fees anything above €6,270.00 plus the student levy.



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PG Stipends, Bursaries, Awards & Other Funds

1

Once the award details have been confirmed & forwarded to the University Fees & Grants Office the payment is uploaded onto your student fee account.

2

Please ensure to submit your Irish IBAN account details online by logging onto the Student web - choose Fees & Grants menu - choose Student Bank Account details and enter same.

3

The award is then processed, and an email will be sent to your Maynooth email address once the bank tape has been successfully uploaded.

4

Refunds are processed twice monthly (requests received and approved by close of business on the 1st and 3rd Friday of the month are processed thereafter within a 10-day timeframe).

Important Deadlines for Fee Liability

Withdrawing From University

Any student who wishes to retire/defer/withdraw must officially contact the University Student Records Office.

Part of this process involves a student having an exit interview with the University Fees & Grants Office where any future fee implications will be discussed in detail.

International students are also advised to liaise with the International Office prior to withdrawing.

Withdrawing Pre 31st October – No Fee Liability Due, non-refundable PAC Deposit retained

Withdrawing between 31st October and 31st January – 50% Fee Liability + 100% Student Levy Due

Withdrawing Post 31st January – 100% Fee Liability + 100% Student Levy Due

Please note: There is no automatic entitlement to a reduction in fee liability or a tuition fee waiver for medical reasons.



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Find Fees here !



You can email us at fees.office@mu.ie



Check our web page www.maynoothuniversity.ie/student-fees-grants



We are available online through the MU Website by using the **ask** function.



We are located on the ground floor of Humanity House on the South Campus.



We are happy to help with any Fee related query you may have, please do not hesitate to contact us directly to ensure you receive the correct guidance & advise pertaining to your own registration fee record.



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