

6. Terms and Conditions

- 6.1 Course fees paid are not refundable under any circumstances.
- 6.2 Course fee may be transferred, under special circumstances, from one course to another in favour of the same student.
- 6.3 The Management reserves the right to alter the time table at any time after the commencement of the course.
- 6.4 Students must be abide by the Student Charter, regulations, rules and dress code of BMS.
- 6.5 Student exam admission and/or results may be withheld for non-payment of the course fee Instalment on due date.
- 6.6 The qualification can only be awarded after all assessment requirements have been met and all fees have been paid to BMS.

I confirm that the information given in this form is correct and complete. I have read and understood the terms and conditions and agreed to abide by the terms and conditions set out above, which I accept as conditions of this application.

.....
Signature of the Applicant

Course Fee Payment Schedule (office use only)

Date	Amount	Reference	Remarks

BMS Student Charter

BMS is committed to providing a quality education and associated facilities to its students, while taking every measure to improve them continuously to meet the requirements of the day. Our commitment to quality services is matched by a series of obligations on the part of the students. This Charter outlines what we provide to students and what we expect of the students.

You can expect us to provide:

- quality learning environment
- appropriate learning resources
- fair admissions procedure
- trained and qualified staff
- full induction process
- timely feedback on your assessment
- continuous evaluation of teaching quality
- support you to complete your studies
- commitment to promote equality
- your right to confidentiality

You are expected to:

- provide correct entry information
- use resources in a responsible manner
- take responsibility for your learning
- respect your fellow students and staff
- attend regularly academic sessions
- submit your work on time
- involve in student activities
- behave in a professional manner
- conform to the code of conduct
- pay all fees on time



Academic Registrar

Student

Office use only

G.C.E (O/L)

G.C.E (A/L)

English ability

Minimum entry qualification:

Name / Designation: Approved: Pending:

Overseas Centre	<input type="checkbox"/> Copy of NIC / Passport	<input type="checkbox"/> Education documents
	<input type="checkbox"/> Colour photograph	<input type="checkbox"/> Work experience documents