

# Application Fee - Payment policy

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## Application Fee

You must pay an application fee of EUR 100/DKK 750, if you are:

- A non-EU/EEA citizen not residing in Denmark and do not have a Danish Upper Secondary School Exam or a Danish higher education certificate – or
- A non-EU/EEA citizen residing in Denmark with a temporary residence permit and do not have a Danish Upper secondary School Exam or a Danish higher education certificate.

The application fee does not apply to non-EU/EEA citizen applying through an official institutional partner/agent or for applicants graduating from one of our AP programs when applying for a top-up bachelor program with us.

We will not process your application, before the application fee has been paid. In case your payment does not reach us before the payment deadline, your application will be cancelled.

### Deadline for payment of application fee

Deadline for payment of application fee is related to the intake you are applying for:

- September Intake: Deadline 15 march
- February Intake: Deadline 15 October

Otherwise, your application will not be processed and it will, eventually, be disregarded.

### Procedure for payment of application fee

If you are required to pay an application fee, according to the details above, it is mandatory to upload a copy of the bank receipt to your application on the application portal.

If you apply without documentation for the payment of the required application, a reminder will be sent to you. If no payment is received by the deadline, your application will be disregarded.

Please note, It may take up to 10 working days from the day you make the payment until we receive the payment.

### Bank and payment information for Application Fee

The application fee is EUR 100/DKK 750. All bank transfer fees must be charged to you (sender). The application fee is paid to our bank account:

For EUR Payments:

Name of Accountholder	Zealand Institute of Business and Technology
Name of Bank	SparNord
Bank Adress	Skelagervej 15 – 9100 Aalborg, Denmark
Registration	9077
Account number	1380033948
SWIFT	SPNODK22
IBAN code	DK5990771380033948

For DKK Payments:

Name of Accountholder	Zealand Institute of Business and Technology
Name of Bank	SparNord
Bank Address	Skelagervej 15 – 9100 Aalborg, Denmark
Account number	9077-1380032259

**Make sure your transfer has the payment reference: Full Name of applicant – Date of Birth**

Payment via MobilePay

If you are already living in Denmark, you may transfer the application fee via MobilePay to “5076 2830” (EASJ Rektoratet, Studieservice).

**Make sure your transfer has the payment reference: Full Name of applicant – Date of Birth**

Credit Cards

At this moment it is not possible to pay the application fee by credit card.

Terms of payment of Application Fee

The application fee is paid once for each intake, irrespective of how many applications and priorities you file with us.

Please note that the application fee is NON-REFUNDABLE.

IF YOU ARE ADMITTED, the application fee paid will be deducted from the tuition fee.

IF YOU ARE NOT ADMITTED, the application fee is lost.

