

Amendments to the Regulation on EKA University of Applied Sciences Student Tuition and Other Payments

IV. Other payments

15. EKA is entitled to charge the students for additional services.
16. Preparing paperwork for the newly admitted student (see the Admission rules) - 30 EUR. The fee for foreign students in order to examine and prepare their documents for temporary residence permit application - 200 EUR for EKA services, out-of-pocket costs for additional services.
17. Paperwork (document) preparation, due to the change of the program, specialization, and the study form:
 - 17.1. If the student transfers from one study program to another, the paperwork preparation fee is 50 EUR;
 - 17.2. If the student transfers from one specialization to another within the same study program, the paperwork preparation fee is 50 EUR;
 - 17.3. If the student changes the type of study or the study group (for example, the transition from the full-time studies to the part-time studies and vice versa, or the transition from the Saturday group to the evening group, and vice versa), the paperwork preparation fee is 50 EUR.
18. The individual study plan fee – 50 EUR.
19. The recognition of learning outcomes gained in the previous education or professional experience – 50 EUR.
20. For late test, exam taking - 60 EUR for 1 study course.
21. The costs of services for students who take the tests repeatedly (academic debts/incomplete coursework) (EUR) are as follows:
 - 21.1. Late defence or repeated writing of research paper, project report, internship report - 110 EUR;
 - 21.2. The late submission of research paper, project report or internship report after the deadline with the specific authorization of the Vice Rector for Studies, if there are objective and proven reasons for the delay - 60 EUR;
 - 21.3. Repeated preliminary presentation of the final paper or the preliminary presentation after the deadline set in the study plan - 110 EUR;
 - 21.4. The submission of qualification papers, diploma papers, bachelor's and master's theses after the deadline (but not later than 3 full working days before the defense) with the specific authorization of the Vice Rector for Studies, if there are objective and proven reasons for the delay - 120 EUR
22. The costs of services for persons who are matriculated in EKA for taking the final examination (EUR) are as tuition of semester;
23. Attendance and test taking in the additional courses, which are not included in the study program - 50 EUR for 1 ECTS.
24. Documents: from 5 EUR. Academic transcript preparation in Latvian or English - 50 EUR;

25. Student card renewal – 20 EUR. Issue of the diploma duplicate - from 120 EUR for EKA services, out-of-pocket additional expenses. Duplicate of the Diploma Supplement - EUR 60 for EKA services, subject to additional payment for the cost of the service.
26. Documents required for renewal of a residence permit - EUR 50 per renewal.
27. Copying, printing and scanning:
 - 27.1. Copying or printing A4 sheet on one side - 0.20 EUR;
 - 27.2. Copying or printing A4 sheet on both sides - 0.30 EUR;
 - 27.3. Copying or printing A4 sheet, colored - 0.50 EUR;
 - 27.4. Copying or printing A3 sheet on one side - 0.30 EUR;
 - 27.5. Copying or printing A3 sheet on both sides - 0.50 EUR;
 - 27.6. Copying or printing A3 sheet, colored - 0.60 EUR;
 - 27.7. Scanning - 0.20 EUR per page
28. Envelopes – 1 EUR.
29. Sheet protectors – 0,15 EUR.
30. Folder binder A4 – 1 EUR.
31. Spiral binding – 8 EUR.
32. Sending of a standard letter by mail or by courier after the student's request – 10 EUR in addition to extra service costs.
33. Exam-oriented questions and instructor-approved methodological materials for lectures, the Internet and WiFi in EKA premises, library services and the use of Moodle system - free of charge.