

The Institute for International Business Tuition Terms and Conditions

The Tuition Terms and Conditions are binding between the student and the Institute of International Business Law («Institute») at the University of Fribourg upon admission to the program.

The Institute is an academic offering fully funded by tuition fees.

1. **Financial Obligations:** Each Student is responsible for paying the administrative, registration, and tuition fees in full¹ at the time of admission. Students can benefit from discounts by paying the tuition fee in full before the program starts; alternatively, students can opt for low-interest payment plans. Our Regional or Excellence Scholarship offers a discount on the LL.M. tuition fee - these scholarships are mutually exclusive. Students may apply for a scholarship via the application form; the scholarship is granted at the discretion of the Scientific Council.

Payments must be made according to the terms specified on the invoice provided to each Student.

The Institute reserves the right to ensure outstanding fees are paid. This may include temporary suspension from the teaching platform, and up to suspension from the program entirely if the student does not fulfil their financial obligations.

2. **Timely Payments:** The Student agrees to make all payments on time, including any interest, understanding that reminders will not be sent when a payment is due.
3. **Attendance:** If you have relocated to Fribourg to study in person and have obtained a study visa and residency permit to do so, both the Institute and the SPoMi expect you to attend classes in person on campus. Circumstances where you have a valid reason for online attendance require written approval from the Institute's administration. Failure to attend classes in person could jeopardize any future visa extension requests with the SPoMi, and the Institute will be unable to provide supporting confirmation for such requests.
4. **Graduation Eligibility:** The Student acknowledges that all fees must be settled in full before graduation. If any outstanding obligations remain after graduation, the Institute reserves the right to withhold attestations, certifications, and references until all fees are paid.
5. **Non-Refundable Fees:** The Student understands that during admission, the Institute incurs various expenses including matriculation and administration costs. Consequently, administration and registration fees are non-refundable, regardless of the reasons for not joining or leaving the program.
6. **Exclusion Policy:** Tuition fees do not cover any expenses such as visa fees, accommodation, cost of living, exam re-takes, travel expenses, or other program-related events unless specifically sponsored by the Institute. Additional fees may apply for program extensions, additional credits, exam re-takes, and administrative changes including track changes.
7. **Reimbursement Policy:** If a student is unable to start or continue their studies, tuition fees may be reimbursed upon presentation of a valid reason. The Institute may offer alternative options, such as online study or a study pause.
8. **Student Handbook:** Refer to the [IBL Student Handbook and Code of Conduct](#) for more information.
9. **Exceptions and Exemptions:** All exceptions and exemptions to the aforementioned requirements must have written approval from the Executive & Academic Director.
10. **Governing Law and Jurisdiction:** These terms and conditions are governed by Swiss law. The exclusive place of jurisdiction is Fribourg, Switzerland.

¹ Any bank charges are to be covered by the student. The Institute must receive all fees in full.