

# Fee Regulations for Bachelor's and Master's degree programmes and Doctoral programmes (FeR)

of UniDistance Suisse

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**This English version is a translation and is published for informational purpose only. Solely the French and German versions have legal value**



on November 27th, 2025

The Foundation Council,

- having regard to the Federal Act on Funding and Coordination of the Swiss Higher Education Sector (HEdA, HFKG-LEHE) of September 30th, 2011;
- having regard to the Law on University Education and Research of February 2nd, 2001;
- having regard to the Regulation on the Application of the Law on University Education and Research of March 27th, 2002;
- having regard to the Ordinance on University Study Programmes of June 5th, 2002;
- having regard to Art. 21, para. 8 of the Statutes of UniDistance Suisse of September 28th, 2023,
- having regard to the Organisation Regulations of UniDistance Suisse of June 23rd, 2025

decides the following:



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## I. General Provisions

### Art. 1 Scope

<sup>1</sup> These regulations specify the fees payable by students, doctoral students and other persons admitted in accordance with Art. 2 para. 2 of the Admission Regulations for the Bachelor's and Master's degree programmes at UniDistance Suisse. The Rectorate shall issue additional implementing provisions.

<sup>2</sup> For programmes other than those mentioned in these regulations, the fees are listed in the respective regulations.

### Art. 2 Definitions

<sup>1</sup> "Tuition fee" is the fee that must be paid before the start of the semester, within a deadline set by Student Services, by all enrolled students and doctoral students who are not on leave, as well as by anyone who has been admitted but has not yet enrolled; the amount of this fee is not dependent on the number of modules taken and assessments completed in the semester. Study material is not included in the tuition fee.

<sup>2</sup> "Leave fee" is the fee that enrolled students on leave in a Bachelor's or Master's degree programme have to pay per semester.

<sup>3</sup> "Doctoral fee" is the fee that doctoral students must pay when handing in their thesis.

<sup>4</sup> "Partner fee" is the fee to be paid by students enrolled on a Bachelor's or Master's degree programme offered in cooperation with a partner university. Study material is not included in the partner fee.

<sup>5</sup> "Auditor fee" is the fee that auditors have to pay per semester; the amount of this fee does not depend on the number of modules taken in the semester. Study material is not included in the auditor fee.

<sup>6</sup> "Processing fee" is the fee that Student Services, the Rectorate and other services of UniDistance Suisse may charge for special services.

<sup>7</sup> "Appeal fee" is the fee charged for appeal decisions made by the Appeals Commission.

## II. Fees

### Art. 3 Tuition Fee for Bachelor's and Master's Degree Programmes

<sup>1</sup> The tuition fee for the Bachelor's degree programmes is CHF 1,300.- per semester.

<sup>2</sup> The tuition fee for each Master's degree programme is set out in point 1 of the implementing provisions of these regulations.

<sup>3</sup> Enrolled students who are unable to complete their studies only due to outstanding assessments to be repeated or the remediation of special academic achievements pay half of the regular tuition fee in the corresponding semester. In this case, no additional achievements may be undertaken and no other study programmes offered by the institution may be taken up.

<sup>4</sup> If a student withdraws from enrolment after 15th March for the spring semester, or after 15th October for the autumn semester, any tuition fees paid or due will not be refunded, waived or carried forward to a subsequent semester.

<sup>5</sup> If withdrawal from enrolment takes place before the deadlines specified in para. 4 but after the start of the semester, an administrative fee of CHF 400.- is due. If withdrawal from enrolment takes place before the start



of the semester, the administrative fee is CHF 200.-. In both cases, the withdrawal must be notified in writing. Any tuition fees already paid will be deducted.

<sup>6</sup> The start of the semester is the date of the academic year: 1st February for the spring semester; 1st August for the autumn semester. Different dates may apply to degree programmes offered in partnership.

#### **Art. 4 Tuition Fee for Doctoral Students**

<sup>1</sup> The tuition fee for doctoral students is CHF 100.- per semester.

<sup>2</sup> If a doctoral student withdraws from enrolment, no tuition paid or due will be refunded, waived or carried forward to a subsequent semester.

#### **Art. 5 Leave Fee**

<sup>1</sup> Enrolled students on leave must pay a leave fee of CHF 200.- per semester.

<sup>2</sup> Paid or owed leave fees are neither refunded nor waived.

#### **Art. 6 Doctoral Fee**

The doctoral fee is CHF 600.-.

#### **Art. 7 Partner Fee**

<sup>1</sup> These Fee Regulations do not apply to students enrolled on a degree course offered exclusively by a partner university.

<sup>2</sup> The extent to which students enrolled in a degree course run in cooperation with a partner university are required to pay a partner fee is governed by point 2 of the implementing provisions for these regulations.

#### **Art. 8 Auditor Fee**

<sup>1</sup> The auditor fee is CHF 400.- per semester.

<sup>2</sup> Paid auditor fees are neither refunded nor carried forward to a subsequent semester.

#### **Art. 9 Processing Fee**

The amount of the processing fee depends on the work involved and is a minimum of CHF 50.- and a maximum of CHF 400.-.

#### **Art. 10 Appeal Fee**

<sup>1</sup> The appeal fee is CHF 400.- for decisions of the Appeals Commission.

<sup>2</sup> This fee must be paid when the appeal is filed and will be refunded if the appeal is successful or if an exemption is granted.

#### **Art. 11 Reminder Fee**

<sup>1</sup> In the event of non-payment of the fees due, reminder fees shall be charged as follows after the payment deadline specified on the invoice has expired:

- a. First reminder: CHF 0.- 15 days after the due date;
- b. Second reminder: CHF 20.- 30 days after the due date;



c. Third reminder: CHF 30.- 40 days after the due date.

<sup>2</sup> If no payment is received after expiry of the final deadline, debt collection proceedings will be initiated to settle the bill.

### **III. Legal Action**

#### **Art. 12 Bodies**

<sup>1</sup> Student Services, the Rectorate, and the Appeals Commission are the competent bodies for decisions relative to these regulations.

<sup>2</sup> The Appeals Commission consists of three professors, one representative of the mid-level academic staff, one student representative and one member of the Foundation Council. At least one professor must be from the Faculty of Law, he or she takes presidency of the Appeals Commission. Members shall decline to take part if the appeal concerns their faculty.

#### **Art. 13 Objection and Appeal**

<sup>1</sup> Decisions made by Student Services in application of these regulations may be contested within 30 days by submitting a reasoned written objection to the body that issued the decision.

<sup>2</sup> Decisions issued following an objection may be appealed to the Appeals Commission within 30 days of notification by submitting a reasoned written appeal.

<sup>3</sup> Appeals against decisions of the Appeals Commission may be lodged with the State Council of the Canton of Valais within 30 days in accordance with the provisions of the Act on Administrative Procedure and Administrative Jurisdiction of October 6th, 1976.

### **IV. Final Provisions**

#### **Art. 14 Entry into force**

<sup>1</sup> These regulations come into force on 1st February 2026. Their entry into force supersedes all previous regulations governing fees for Bachelor's and Master's degree programmes.

<sup>2</sup> They must be approved by the department of the Canton of Valais in charge of higher education.

#### **Art. 15 Transitional Provisions**

<sup>1</sup> Fees collected prior to the entry into force of this Regulation shall continue to be governed by the Fees Regulation of 20th December 2023.

<sup>2</sup> The Rectorate is competent to issue additional transitional provisions.