

# Galway-Mayo Institute of Technology - Fee Payment Plans - 2019/2020

The fees for your course will be displayed at the end of the online registration process

The Fee Schedule for the current year for Galway-Mayo Institute of Technology is available at:

<https://www.gmit.ie/general/what-are-fees>

**You can pay fees in full during the online registration process or opt to pay by instalment**

Students who wish to pay their fees in instalments can avail of one of the plans outlined below.

1. **PPA: 50% of the total fees to be paid by 31<sup>st</sup> October and 50% by 31<sup>st</sup> January**

You do **not** need to notify Fee Collection if you wish to avail of the **PPA** payment plan for your fees. Simply pay the required instalments by the specified deadline dates.

2. **PPB: 10% of the total fees to be paid per month by standing order from September 20<sup>th</sup> to June 20<sup>th</sup>**

To avail of the **PPB** payment plan please email [feecollection@gmit.ie](mailto:feecollection@gmit.ie) to request the GMIT bank details you will need to set up the required monthly standing order. Please include your GMIT student id number in the email.

**The PPB plan cannot be applied to your record until Fee Collection has received a copy of the required standing order. Once your fees have been paid in full please remember to cancel your standing order.**

Individualised payment plans outside the above may be approved, in extenuating circumstances, by request to [feecollection@gmit.ie](mailto:feecollection@gmit.ie). Please note, if you wish to make monthly payments for your fees, you must set up a Standing Order from your bank account and send a copy of the Standing Order to: [feecollection@gmit.ie](mailto:feecollection@gmit.ie)

Data Protection Regulation prohibits us from discussing a student's fee liability/payments/registration status with a parent/guardian/employer, unless the student has provided prior, written consent on this to: [feecollection@gmit.ie](mailto:feecollection@gmit.ie)

## PLEASE NOTE

1. Students who have applied for a grant must email [feecollection@gmit.ie](mailto:feecollection@gmit.ie) with their grant application number and student id number. **Material fees are not covered by the grant and are payable by the 31st of October.**
2. Students who are unsuccessful in a grant application are liable for any unpaid fees and therefore we advise that fees are paid and we will refund them, as appropriate, where the grant application is successful.
3. Students who have a recognised Sponsor are liable for any unpaid fees should the Sponsor default on payment.
4. Students who wish to leave college within the Academic Year must contact their Head of Department to discuss and complete a Withdrawal/Interrupt Studies form. *Please contact your School to arrange this, not Fee Collection.*
5. Students who leave college **after the 31st of October\*** may have a fee liability and should contact [studentfees@gmit.ie](mailto:studentfees@gmit.ie) to check any fee liability if in this situation. **\*Exceptions apply to this date for ACCA programmes and programmes offered by the Lifelong Learning Centre.**
6. Students on ACCA programmes are required to pay fees in advance of the 30<sup>th</sup> of September.
7. International students must pay their fees in full in advance of commencing their course.
8. Life Long Learning students should contact the relevant campus for payment plans on offer for these courses.

## HOW TO PAY FEES

Fee payments can be made online at: [wfs.gmit.ie](http://wfs.gmit.ie)

- Enter your User ID (your student ID number); use a capital 'G' (if your number begins with G00) and your PIN.
- *Your PIN number is your date of birth (unless you have changed it). If it is your date of birth you must enter it in this format; DDMMYY. For example, the 1<sup>st</sup> of September 2007 will be entered as 010907. It is very important that you enter this correctly as you could deactivate your PIN after 3 wrong attempts.*
- Select **Student Services & Financial Aid** and then select **Registration**
- Select **Pay Outstanding Fees** for the academic year **2019/2020** and **enter the amount you wish to pay**
- To print a receipt for fee payments to date/for the year, select **Student Services & Financial Aid** and then **Online Receipt** – full instructions, if required, are available via email to: [feecollection@gmit.ie](mailto:feecollection@gmit.ie)

Payment can also be made by phone (with a debit/credit card) by contacting: Tel: 091 - 742737.

**Fee Collection: Tel: 091 – 742737/ [feecollection@gmit.ie](mailto:feecollection@gmit.ie)**