



EESTI  
ETTEVÕTLUSKÕRGKOO  
MAINOR

## **TUITION FEES AND TUITION SERVICE FEES**

APPROVED by  
the Board of AS EEK Mainor 23.10.2023  
Regulation No. 12

The tuition fees of the Estonian Entrepreneurship University of Applied Sciences (EUAS) are formed as follows:

- When studying in the course system – the academic year's start fee (AYSF), the part calculated according to the credit price (ECTS), which counts for 30 ECTS credits per semester (except for the 3.5 year study period, which counts for 26.25 ECTS credits per semester and 22.5 ECTS credits in the last semester) and the cost of the services specified in this document
- When studying according to the individual study plan – the semester start fee (SSF), the part calculated according to the credit price (ECTS) and the cost of the services specified in this document
- When studying as an external student – the semester start fee (SSF), the credit price (ECTS) and the cost of the services specified in this document
- When studying an extra year – from the fee of rescheduling defence, the credit price (ECTS) and the cost of the services specified in this document

Tuition fees may vary depending on the form of study, curriculum, time of admission, location of study and method of tuition payment (e.g. tuition fee package), which is described in more detail in section III.

## **I TUITION FEES**

1. The tuition fees applicable to students studying in the course system are listed in Tables 1 and 2.
2. The ECTS prices applicable to students and external students studying according to an individual study plan are listed in Table 3.
3. EUAS alumni are entitled to a 10% discount on the credit price when studying in the course system.
4. Employees of companies registered at Ülemiste City and Telia Eesti AS are entitled to a 10% discount on the credit price when studying in the course system. To receive the discount, the student must submit an application with proof of employment letter. The proof of employment letter must be submitted upon entry into the study contract and on the following academic years by 10 August or 10 January. The proof of employment letter must be signed by the employer and contain the following information:
  - a. Employee information: employee's first name and surname; personal identification code or date of birth; e-mail address; contact phone number.
  - b. Employer information: name of the organisation; register code; address; signature of the employer's representative.

Credit price discounts cannot be combined.

5. The students studying for an extra year benefit from a 50% discount on the credit price for students studying according to the individual study plan.
6. Full-time students benefit from a 50% discount on extracurricular subjects that exceed the standard study volume.

**Table 1.** Tuition fee for students studying in the course system (matriculated 1 May 2017–1 May 2020)

Curricula	Curriculum code	01.05.2017– 30.04.2018 matriculated			01.05.2018– 30.04.2019 matriculated			01.05.2019– 30.04.2020 matriculated			01.05.2020– 30.04.2021 matriculated		
		AYSF	ECTS credits	Year	AYSF	ECTS credits	Year	AYSF	ECTS credits	Year	AYSF	ECTS credits	Year
<b>Tallinn Educational Centre</b>													
Business Administration (3 years) ET, PJ, TR, LG, FN, IM	898, 122477	400	52	3520				400	60	4000	400	64	4240
Business Administration (3.5 years)	898, 122477	400	52	3130	400	54	3235						
Web Design and Digital Graphics (3 years) VT, GD	126497, 139097							400	62	4120	400	67	4420
Web Design and Digital Graphics (3.5 years)	126497, 139097	400	56	3340	400	60	3550						
Quality Management (3.5 years)	140740	400	52	3130	400	54	3235						
Quality Management (3 years)	140740							400	60	4000	400	64	4240
Tourism and Restaurant Entrepreneurship (3 years)	147817	400	52	3520				400	60	4000	400	64	4240
Tourism and Restaurant Entrepreneurship (3.5 years)	147817				400	54	3235						
Software Development and Entrepreneurship (3 years)	166997	400*	73	4780	400*	77	5020	400*	80	5200	400*	86	5560
Game Design and Development (3 years)	181157	400*	73	4780	400*	77	5020	400*	80	5200	400*	86	5560
Entrepreneurship and Business Innovation (3 years) CB, SU	187797	400*	73	4780	400*	77	5020	400*	80	5200	400*	86	5560
Creativity and Business Innovation (joint curriculum) (3 years)	125457	400*	73	4780	400*	77	5020						
Enterprise Management (MA)(2 years)	80515,118637	400	60	4000	400	64	4240	400	70	4600	400	77	5020
International Business Administration (MA) (2 years)	118657	400*	73	4780	400*	77	5020	400*	84	5440	400*	91	5860
<b>Tartu Educational Centre</b>		AYSF	ECTS credits	Year	AYSF	ECTS credits	Year	AYSF	ECTS credits	Year	AYSF	ECTS credits	Year
Business Administration (3 years)	898							400	55	3700	400	60	4000
Business Administration (3.5 years)	898	400	48	2920	400	50	3400						
Quality Management (3.5 years)	140740	400	48	2920	400	50	3400						
Quality Management (3 years)	140740							400	55	3700	400	60	4000
Tourism and Restaurant Entrepreneurship (3 years) TU, RE	147817	400	48	3280				400	55	3700	400	60	4000
Web Design and Digital Graphics (3.5 years)	126497	400	52	2920									

Tuition fees and tuition service fees

Viljandi		AYSF	ECTS credits	Year	AYSF	ECTS credits	Year	AYSF	ECTS credits	Year	AYSF	ECTS credits	Year
Robotics Software Development (3 years)	207866							400	93	5980			

**Table 2.** Tuition fee for students in the course system (matriculated from 1 May 2021)

Curricula	Curriculum code	01.05.2021–30.04.2023 matriculated			01.05.2023–31.10.2023 matriculated			01.11.2023–30.04.2024 matriculated			from 01.05.2024 matriculated		
		AYSF	ECTS credits	Year	AYSF	ECTS credits	Year	AYSF	ECTS credits	Year	AYSF	ECTS credits	Year
<b>Tallinn Educational Centre</b>													
Business Administration (3 years) ET, PJ, TR, LG, FN, IM	898, 122477	400	69	4540	400	76	4960	400	76	4960	400	83	5380
Web Design and Digital Graphics (3 years) VT, GD	126497, 139097	400	73	4780	400	80	5200	400	80	5200	400	88	5680
Quality Management (3 years)	140740	400	69	4540	400	76	4960	400	76	4960	400	83	5380
Hotel and Restaurant Entrepreneurship (3 years)	242702	400	69	4540	400	76	4960	400	76	4960	400	83	5380
Software Development and Entrepreneurship (3 years)	166997	400*	93	5980	400*	102	6520	400*	102	6520	400*	112	7120
Game Design and Development (3 years)	181157	400*	93	5980	400*	102	6520	400*	102	6520	400*	112	7120
Entrepreneurship and Business Innovation (3 years) CB, SU	187797	400*	93	5980	400*	102	6520	400*	102	6520	400*	112	7120
Creativity and Business Innovation (joint curriculum) (3 years)	125457				400*	80	5200		80	5200	400*	88	5680
Enterprise Management (MA)(2 years)	80515, 118637	400	82	5320	400	90	5800	400	90	5800	400	99	6340
International Business Administration (MA) (2 years)	118657	400*	99	6340	400*	108	6880	400*	108	6880	400*	118	7480
<b>Tartu Educational Centre</b>		AYSF	ECTS credits	Year	AYSF	ECTS credits	Year	AYSF	ECTS credits	Year	AYSF	ECTS credits	Year
Business Administration (3 years)	898	400	64	4240	400	70	4600	400	70	4600	400	77	5020
Quality Management (3 years)	140740	400	64	4240	400	70	4600	400	70	4600	400	77	5020
Tourism and Restaurant Entrepreneurship (3 years) TU, RE	147817	400	64	4240									
<b>Viljandi</b>		AYSF	ECTS credits	Year	AYSF	ECTS credits	Year	AYSF	ECTS credits	Year	AYSF	ECTS credits	Year
Robotics Software Development	207866	400	108	6880									

**Table 3.** Prices for students on an individual study plan during the 2024/2025 academic year

		STF	ECTS credits	ECTS credits
	curriculum code		(max. 15 ECTS credits per semester)	(more than 15 ECTS credits per semester)
<b>TALLINN EDUCATIONAL CENTRE</b>				
Business Administration	898, 122477	200	87	85
Web Design and Digital Graphics	126497, 139097	200	92	90
Quality Management	140740	200	87	85
Hotel and Restaurant Entrepreneurship	242702	200	87	85
Game Design and Development	181157	200	114	112
Tourism and Restaurant Entrepreneurship	147817	200	87	85
Software Engineering and Entrepreneurship	166997	200	114	112
Entrepreneurship and Business Innovation	187797	200	114	112
Entrepreneurship and Business Innovation (joint curriculum)	125457	200	92	90
Enterprise Management (MA)	80515, 118637	200	103	101
International Business Administration (MA)	118657	200	122	120
<b>TARTU EDUCATIONAL CENTRE</b>				
Business Administration	898	200	81	79
Quality Management	140740	200	81	79
<b>VILJANDI</b>				
Robotics Software Development	207866	200	116	114

## II TUITION FEE PACKAGES

Tuition fee packages regulate tuition fee payment deadlines for students studying in the course system.

### 6. Package A, AT (tuition fees paid in monthly instalments)

- 6.1. The academic year's start fee is paid following the procedure provided in Chapter IV.
- 6.2. The part of the tuition fee calculated according to the credit price is paid monthly in nine equal instalments:
  - 6.2.1. for package A – from September to May
  - 6.2.2. for package AT – from February to June and from September to December
- 6.3. The payment deadline is the 10th day of each month.
- 6.4. The monthly payment is rounded up to the nearest 10 euros and is offset as follows:
  - 6.4.1. for package A – with the payment in May

6.4.2. for package AT – with the payment in December

## **7. Package B, BT (tuition fees are paid once per semester)**

7.1. The academic year's start fee is paid following the procedure provided in Chapter IV.

7.2. The part of the tuition fee calculated according to the credit price is paid in two equal parts:

7.2.1. for package B – by 10 September of the corresponding year (50%) and 10 February of the corresponding year (50%)

7.2.2. for package BT – by 10 February of the corresponding year (50%) and 10 September of the corresponding year (50%)

7.3. Students who have selected packages B or BT shall benefit from a reduction in the tuition fee of €30 per semester.

## **8. Packages C, CT (tuition fees are paid once a year)**

8.1. The academic year's start fee and the tuition fee calculated according to the credit price are paid as a one-time payment before the conclusion of the study contract.

# **III TUITION FEE PAYMENT PROCEDURE**

When calculating the tuition fee, the information in the EUAS student register regarding the student's time of admission, form of study, curriculum and study centre are taken into account. These data shall be reset upon entry into a study contract and can be amended with a Rector's order. The order may be based on the student's application or a motion arising from the terms of the study organisation regulation.

9. In the event of a change of curriculum, form of study or study centre the amended tuition fees take effect from the invoice issued following the date of the order. If the change takes place at the initiative of the EUAS, the student will retain the cheaper price.

10. **Students studying in the course system** must choose a tuition payment method (tuition fee package) for the following academic year when signing a study contract and at the end of each academic year (by 10 May for students enrolled in the autumn semester and by 10 December for those enrolled in the spring semester), in which the deadlines for payment of tuition fees are specified. If the student has not chosen a tuition fee package by the specified date, their tuition fee package of the previous academic year is retained (except for the C or CT package, when the A or AT package is assigned, respectively).

11. **Students and external students studying according to an individual study plan** must prepare an individual study plan, in which the volume of study to be completed during the semester, the resulting tuition fees and the payment deadline of the tuition fees are specified.

12. The student is obliged to pay tuition fee instalments by the due dates specified in the study contract and in this procedure. After selecting a tuition fee package, the EUAS makes the amounts to be paid and their payment deadlines available to students in the study information system.

13. Students studying in the course system whose entire tuition fee has been paid by the end of the study period stipulated in the study contract and who have completed 75% of the curriculum are allowed to continue their studies for an extra year (two immediately following consecutive extra study semesters) without the semester start fee.
14. Students who have fulfilled the conditions mentioned in section 13 will be transferred to the extra year automatically in the period indicated in the academic calendar.
15. A student whose tuition fees are paid by a company is obliged to report this in the study information system ŐIS.

#### **IV DEADLINES AND PROCEDURE FOR THE PAYMENT OF THE ACADEMIC YEAR AND SEMESTER START FEES**

16. Entrants are required to pay the academic year start fee (AYSF) in full or the semester start fee (SSF) no later than ten days after signing the study contract.
17. All students studying in the matriculated course system of the EUAS who have chosen tuition fee package A or B are required to pay the academic year start fee in full by 30 June of the respective year. Students who have chosen the tuition fee package AT or BT are required to pay the academic year start fee in full no later than by 10 January.
18. The academic year start fee for students from outside the European Union is €800.
19. Students studying according to an individual study plan are (irrespective of submitting an individual study plan) obliged to pay the semester start fee by 30 June of the respective year for the autumn semester and by 10 January for the spring semester.

The procedure for paying the academic year start fee and the semester start fee in the case of academic leave is provided in Chapter VI.

#### **V TUITION SERVICE FEES FOR RETAKING EXAMS OR RE-SUBMITTING ASSESSMENTS**

20. By paying the examination retake fee or assessment re-submit fee, it is possible to take subjects for which the previous result was obtained no later than the semester before the previous semester. In all other cases, the student must complete the subject again and pay for it according to the credit price.
21. Terms of rescheduling defence or retaking the final and Master's theses:
  - 21.1. It is possible to submit one topic project in two consecutive semesters at no extra charge.
  - 21.2. If the process of preparing the final or Master's thesis has been interrupted after the submission of the pre-defence report (a negative result or 'non-appearance' is indicated on the midterm exam sheet), the fee for the rescheduling of the defence must be paid and a new topic project must be started.
  - 21.3. If a negative result is obtained for the defence of the final or Master's thesis, the fee for the rescheduling of the defence must be paid and the topic project must be submitted in



the study information system ÖIS by the specified date.

22. Terms of rescheduling defence or retaking the internships:

22.1. The internship agreement submitted in the study information system ÖIS can be submitted for two consecutive semesters without additional charge.

22.2. In all other cases, the student must pay to reschedule the defence.

23. Conditions for retaking exams, assessments or retakes of other subjects:

23.1. There is a fee for the retaking of an exam or assessment. In order to be admitted to the retaking of the exam or assessment, the fee to retake the exam must be paid and the exam retake sheet must be opened.

23.2. It is possible to retake the exam or assessment at the time and in the order of the retaking of the exam or assessment prescribed by the teacher, but no later than within two consecutive semesters after receiving the first negative result. If the deadline is exceeded, the subject course must be taken again.

24. The fees for retaking exams, assessments and rescheduling defences are listed in Table 4.

25. The fees for retaking exams, assessments and rescheduling defences must be paid to the current account of the EUAS. Please include the name or code of the subject in the payment description.

26. The conditions for exemption from the fees for retaking exams and assessments and rescheduling defences are specified in the study organisation regulations.

**Table 4.** Fees for retaking exams and assessments and rescheduling defences

Type of exam, assessment or written assignment or activity	Price/€
Retaking exams and assessments and entry of the hidden result in the register*	50
Rescheduling defence of internship, subject assignment, portfolio or module	100
Rescheduling defence of individually supervised assignment (final paper and Master's thesis)	200
The fee for external exams, assessments and defences is equal to the fees for the corresponding retaking of examinations and rescheduling defences	

\*If at the time of opening the exam sheet, the student has a tuition fee debt, the exam result is hidden in the register, and to get the result to appear in the register, the student must pay both the debt and the fee for entering the hidden result into the SIS.

## VI SPECIFICS IN THE PAYMENT AND CALCULATION OF TUITION FEES IN THE CASE OF ACADEMIC LEAVE

27. Students who have paid all issued invoices are admitted to academic leave.

28. A student returning from an academic leave is exempted from the semester start fee (SSF) if the corresponding semester start fee has been paid before going on academic leave and the semester

was not considered a study semester.

## VII PAYMENT AND CALCULATION OF TUITION FEES IN THE CASE OF EX-MATRICULATION

29. If a student starting their studies in the autumn semester (including an external student) submits a written application for their exmatriculation before 31 July and a student starting their studies in the spring semester submits a written application for their exmatriculation before 10 January, then the corresponding academic year's start fee or semester start fee requirement will be cancelled. A student who submits an application for their exmatriculation after the corresponding date shall pay the academic year's start fee or the semester start fee according to the current price list.
30. If the student submits an application for exmatriculation before the next payment deadline for the selected tuition fee package, the invoice will be cancelled.

## VIII FEES FOR VÕTA APPLICATION EVALUATION AND ACCOUNTING

31. Tuition fees related to RPL (VÕTA) applications are set off following the EUAS VÕTA procedure.
32. Offsetting is done only for those subjects that have been paid for during the academic year. The period of offsetting is indicated in the academic calendar.
33. The evaluation of subjects specified in cooperation agreements with other educational institutions is free of charge.
34. The evaluation of subjects previously completed in the EUAS is free of charge and the offsetting is made according to the ECTS credit price.
35. The current fees per ECTS credit are listed in Tables 5 and 6.

**Table 5.** VÕTA evaluation and offsetting rates for the accounting of the EUAS curriculum internships

Unit	Degree study/work experience for internship	
	Evaluation	Offset
	ECTS credits completed in another educational institution/ECTS credits from the EUAS	ECTS credits from the EUAS
<b>When studying in the course system</b>	€0/ECTS credit	€0/ECTS credit
<b>When studying according to an individual study plan</b>	According to ECTS credit price	No offset

**Table 6.** VÕTA evaluation and offsetting rates for the accounting of the subjects of the EUAS curriculum

	<b>Degree study and continuing education as a subject</b>		<b>Work experience as a subject</b>	
	Evaluation	Offset	Evaluation	Offset
<b>Unit</b>	ECTS credits completed in another educational institution	EUAS ECTS credits	EUAS ECTS credits	EUAS ECTS credits
<b>When studying in the course system</b>	€10/ECTS credit	According to ECTS credit price	€30/ECTS credit	According to ECTS credit price
<b>When studying according to an individual study plan</b>	€10/ECTS credit	No offset	€30/ECTS credit	No offset

## IX OTHER TUITION SERVICE FEES

### 36. Tuition fee payment schedule

36.1. The fee for preparing a schedule is €30.

36.2. The payment schedule submitted with the individual study plan is free of charge if the study plan includes at least 10 ECTS credits of fee-based subjects.

36.3. The first payment of the schedule is a minimum of €50 and it is due no later than seven (7) days after the preparation of the schedule. Payments are made monthly and divided into equal instalments starting from the second payment. The schedule becomes effective after the tuition fee payment schedule preparation fee has been paid and both parties have signed it.

36.4. In the event of three violations of the obligations stated in the payment schedule, the payment schedule concluded between the parties automatically becomes invalid.

37. Other tuition service fees are listed in Table 7.

**Table 7.** Other tuition service fees

<b>Activity</b>	<b>price</b>
Issuing of duplicate graduation documents	100
Making an archive enquiry and issuing a certificate to ex-matriculated students	50
Issuance of a certificate or academic statement to ex-matriculated students	20
Issuance of an academic statement and certificate to EUAS students	0
Preparation of the tuition fee payment schedule	30
Preparation of a tuition fee payment schedule with an individual plan if there are at least 10 ECTS credits of fee-based subjects	0
Reinstatement fee	200

## **X DISPUTE RESOLUTION PROCEDURE**

38. In the case of disputing the rates, implementation and deadlines of the tuition fees and tuition service fees, the student has the right to apply to the board of AS EEK Mainor.