



GOMINDZ ACADEMY OFFICIAL PAYMENT POLICY

Effective Date: 27th February 2026

1. Policy Statement

This Payment Policy sets out the mandatory financial obligations for all students enrolled at Gomindz Academy. Compliance with this policy is a condition of enrollment and continued participation in all academic activities.

2. Initial Payment Requirement

All students are required to pay **fifty percent (50%) of the total tuition fee per course prior to the commencement of classes.**

Failure to make this payment will result in non-confirmation of enrollment.

3. Completion of Payment

The remaining tuition balance must be paid in full **within one (1) month from the official start date of classes.**

No student shall maintain an outstanding balance beyond this period unless formally approved under a documented installment arrangement.

4. Installment Arrangements

Installment plans are not automatic.

Students facing financial difficulties must formally submit a request to the Finance Department. Approval of any installment plan is strictly at the discretion of Management and must be confirmed in writing.

Verbal agreements shall not be recognized or enforced.



5. Non-Payment and Suspension

Any student who attends classes for up to one (1) month without making any payment will be:

- Immediately suspended from classes
- Denied access to academic services, assessments, and examinations

Reinstatement shall only occur upon full settlement of all outstanding tuition fees.

Gomindz Academy reserves the right to withdraw enrollment for continued non-compliance.

6. Refund Policy

All payments made to Gomindz Academy are **strictly non-refundable**.

Upon enrollment and payment, no refunds shall be issued under any circumstances.

7. Deferral Policy

Deferral requests will only be considered under the following conditions:

- Verified emergencies beyond the student's control
- Exceptional circumstances approved by the Administration

All deferral requests must be formally submitted in writing and supported by relevant documentation.

Deferral requests submitted more than two (2) months after enrollment will not be considered.

Approval of deferral is solely at the discretion of the Administration.

8. Enforcement

Failure to comply with this policy may result in suspension, withdrawal, withholding of results, or denial of certification until all financial obligations are fully satisfied.

9. Policy Authority

Gomindz Academy reserves the right to amend this policy at any time without prior notice.



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Policy Acceptance

By enrolling at Gomindz Academy and proceeding with course registration and payment, the student acknowledges that they have read, understood, and agreed to abide by the terms and conditions outlined in this Payment Policy.

Enrollment in any program constitutes full acceptance of this policy. Failure to comply with the stated terms may result in suspension, withdrawal, or denial of academic certification.