



Royal University of Bhutan

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Tuition Fee Policy and Guidelines, 2025

Introduction

The Royal University of Bhutan (RUB) transitioned to per student capitation funding in 2011. Since then, the University, in addition to the government scholars, also admitted private fee-paying students to enhance access to higher education within the country. In the subsequent years, the University in its efforts to internationalize its college campuses, started admitting international students in various award and non-award bearing programmes. Besides these developments, the University in the recent years also introduced Master and PhD programmes in some of the colleges.

In view of the aforementioned developments, it has become increasingly important for the University to have a coherent policy framework to guide RUB in setting and administering its annual tuition fees. Moreover, it is necessary to share clear information of a range of fees to the University's prospective students and the general public. Therefore, the *Royal University of Bhutan- Tuition Fee Policy and Guidelines, 2025* is developed by incorporating the existing rules and guidelines concerning fees applied within the University.

Any amendment to this policy and guidelines will be in accordance with the changing government policies, rules and regulations.

Chapter 1

Preliminary

1.1 Title

This document shall be known as **Royal University of Bhutan (RUB) Tuition Fee Policy and Guidelines, 2025**.

1.2 Scope

The scope of this policy and guidelines is to establish a common framework of administering fees to students, including those on short term study abroad programmes.

1.3 Interpretation

The final authority for interpretation of the policy and guidelines shall rest with the Academic Board.

1.4 Purpose

The purpose of this policy and guidelines is to outline the overall principles and basis of tuition fees and refund policies. It shall also inform about tuition fees to aspiring students and the general public.

1.5 Effective Date

This policy and guidelines shall come into effect immediately after an Office Order is issued from the Registry.

1.6 Amendment

No part of this document shall be amended, other than by the University Council (UC), RUB.

Chapter 2

Principles of RUB Tuition Fee for Award Bearing Programmes

The following principles shall apply:

- 2.1** As per the Statutes of the RUB, the UC on the recommendation of the Academic Board (AB) determines the tuition fees;
- 2.2** Unless there are major changes, the AB or the Vice Chancellor as the Chair of AB shall determine the annual tuition fees;
- 2.3** Major changes shall consist of, but not limited to, change in overall funding and financing mechanism of the University, or any other change in the government policies that impact tuition fees;
- 2.4** Tuition fees shall vary based on the level and type of programme as determined in the norms of the University;
- 2.5** For SAARC member countries students, the tuition fee shall be charged 1.5 times higher than the domestic students for all;
- 2.6** A certain percentage of tuition fees will increase annually as determined by the AB;
- 2.7** Students shall bear personal responsibility for the tuition fees associated with any module(s) or programme of study they are enrolled in. Students under government scholarship will be subject to the same responsibility in case they become ineligible for government scholarship due to repeat of a semester;
- 2.8** Government scholars who need to repeat modules/semesters shall bear tuition fee on a pro rata basis at par with private fee-paying students;
- 2.9** Students enrolled in mix mode programmes shall pay tuition fee based on the number of modules.

2.10 Private fee paying, Sponsored and International students:

2.10.1 Students on sponsorship will ensure full payment of the fees by their sponsors;

2.10.2 Tuition fees shall be paid on a per semester basis; however, students can opt to pay for the full academic year or for the entire duration of the programme(s);

2.10.3 National students in or from the second semester shall pay tuition fees within the dates specified by the College as per *RUB Financial Rules and Regulations*;

2.10.4 For new intake of national students, the tuition fees shall be paid at the time of registration;

2.10.5 International students, including SAARC, shall pay tuition fees at the time of confirmation of admission;

2.10.6 If tuition fees remain unpaid after the announced date, the College reserves the right to restrict access to facilities and academic transcripts.

Chapter 3

Fee structure for RUB award bearing programme

3.1 The fee structure for an award bearing programme shall be based on the following norms derived from the *Funding and Financing Mechanism for Tertiary Education 2013*, except for PhD Studies:

Table No. 1: Norms for Fee Structure

Programme by level	Arts/ Humanities ** Weight	Science/ Engineering Weight
Diploma/ Undergraduate (UG)	1.0	1.2
PG Cert/PG Diploma	1.375	1.375
Masters/M.Phil Studies	1.5	1.5
PhD Studies	1.625	1.625

**Arts & Humanities category includes Business and Education Programmes

Formula for determining tuition fees annually:

- 3.1.1 For Arts & Humanities (UG) = tuition fee of the preceding year + annual increase
- 3.1.2 For Science & Engineering (UG) = tuition fee of the preceding year + annual increase
- 3.1.3 For Science & Engineering (PGD/PGC) = (tuition fee at UG level) *1.375
- 3.1.4 For Arts & Humanities (PGD/PGC) = (tuition fee at UG level) *1.375
- 3.1.5 For Arts & Humanities (Masters) = (tuition fee at UG level) *1.5
- 3.1.6 For Science & Engineering (Masters) = (tuition fee at UG level) *1.5
- 3.1.7 For Arts and Humanities (PhD) = (tuition fee at UG level) * 1.625
- 3.1.8 For Science and Engineering (PhD) = (tuition fee at UG level) * 1.625
- 3.1.9 Tuition Fee for mix mode programmes = pro rata tuition fee of a module in corresponding full-time programme * number of modules

3.1 For international students (**except SAARC Member countries**), the tuition fee shall be 3 times higher than national students at all levels of award bearing programmes.

Chapter 4

Principles of Tuition Fee for Non-Award Bearing Programmes

- 4.1** Non-award bearing programmes at RUB shall include the semester abroad programme, short-term study abroad programme, and visiting research student programme, as approved by the 31st AB meeting*;
- 4.2** In a semester abroad programme, a student may enroll in a programme of choice in any RUB college for a semester and take a minimum of two modules;
- 4.3** Short-term study abroad programme is a one to six-weeks tailor made programme to a group of not less than five students led by a faculty from the external institution organized at RUB;
- 4.4** A visiting research student programme is a programme where a research student(s) from an external institution avails research opportunity at RUB college to conduct research towards his/her degree at another institution, for a duration ranging from a minimum of two weeks to more than a year;
- 4.5** For visiting research student programmes, if the duration exceeds six months, the College shall determine an additional tuition fee for the rest of the duration on a pro rata basis;
- 4.6** Tuition fee shall be paid a week before the commencement of the programme;
Tuition fee shall be deposited to the Office of the Vice Chancellor (OVC) and then transferred to the college(s) after the deductions are made.

4.7 Fee Structure

- 4.7.1** The following shall be the base tuition fee. For subsequent years, the tuition fee shall be derived by adding the annual increment:

Table No.2 Fee structure under non-award bearing programmes

Particulars	Semester abroad Programme	Short-term study abroad programme		Visiting Research Student Programme for less than 6 months
		1-3 weeks	3-6 weeks	

National	50,000.00	20,000.00	25,000.00	50,000.00
International (USD)	3,200.00	2,000.00	2,520.00	3,200.00

* 31st Academic Board (30th Sept.- 1st Oct. 2014, at Paro College of Education)

4.7.2 Administrative costs, including visa fee, student card, accommodation, food, travel, field visits and homestays shall be determined by the respective colleges/OVC based on variables, or when regulations on visa and student card fees are changed by the Department of Immigration.

Chapter 5

Payment and Refund Mechanism for Private Fee-Paying Student

5.1 Payment Mechanism

5.1.1 Tuition fee shall be paid in cash or through other means of banking transaction. The transaction evidence shall be produced to the receiving officer;

5.1.2 Payment mechanism and procedures shall be made available on the RUB/College website.

5.2 Refund

5.2.1 Student(s) should submit a request in writing for refund with supporting documentation to the Dean of Academic Affairs (DAA) for national students, and to the Dean of Research and Industrial Linkages (DRIL) for international students;

5.2.2 A student should expect a working duration of two weeks after the refund decision is forwarded to the Finance Section;

5.2.3 If the refund is approved, any refund amount shall be first offset against any debt the student has to the College;

5.2.4 Refunds pertaining to sponsored scholarship shall be made directly to the sponsoring organization;

5.2.5 Student(s) who submit formal notification of withdrawal within the announced date are entitled to a refund of tuition as follows:

Table No.3: Refund Modality

Particulars	Refund Term			
	1-15 Days	16-30 Days	31- 45 Days	46+ Days
Refundable	70%	40%	10%	0%
Application Fees	Non-refundable			
Short term programme less than a semester	Non-refundable			

- 5.2.6** For international students on short term study programmes and visiting research programmes withdrawing prior to the start of the programme, a 10% of the tuition fee shall be deducted. Any gains or loss during the exchange, as well as the transaction cost, shall be borne by the individual student or sponsoring organization;
- 5.2.7** For International students on award-bearing programmes and semester abroad programmes withdrawing prior to the start of the programme, a 5% from the tuition fees shall be deducted. Any gains or loss during the exchange, as well as the transaction cost, shall be borne by the individual student or sponsoring organization;
- 5.2.8** A full refund of tuition fee shall be made to international students who present documented visa denial prior to the start of the programme;
- 5.2.9** A full refund will be made for any tuition and ancillary fees paid in advance for future semesters;
- 5.2.10** A tuition fee refund may be considered outside the normal time frame in extenuating circumstances. Requests shall be submitted in writing with supporting documentation to the DAA, who shall submit to the President for the final decision;
- 5.2.11** Tuition fees for students expelled/terminated from the college on disciplinary grounds shall not be refunded.

Based on the above principles and formula, the tuition fee for the financial year 2022-2023 is determined by the RUB Tuition Fee Committee for future reference and record.

Table No: 4 Tuition fee for Award Bearing Programmes FY 2022-23: Royal Government of Bhutan Scholarship and International Students

Sl. No	Undergraduate	Undergraduate Tuition fee (21-22)	2%	Amount in Nu.							
				National			International				
				Undergraduate	Postgraduate Dip. /Cert.	Master	PhD	Undergraduate	Postgraduate Dip. /Cert.	Master	PhD (3)
1	Arts & Humanities	95,502.00	1,910	97,412	133,942	146,118	158,295	292,236	401,825	438,354	474,884
2	Science & Engineering	111,826.00	2,237	114,063	156,837	171,095	185,352	342,189	470,510	513,284	556,057

For mix mode programmes = Pro rata tuition fee of a module in corresponding full-time programme * number of modules

Table No: 5 Tuition fee for Award Bearing Programmes FY 2022-23: National Private Fee-Paying Students

Sl. No		Undergraduate Tuition fee (21-22)	2%	Amount in Nu.			
				National			
				Undergraduate	Postgraduate Dip./Cert. (1.375)	Master (1.5)	PhD (1.625)
1	Arts & Humanities	71,104.00	1,422	72,526	99,723	108,789	117,855
2	Science & Engineering	88,087.00	1,762	89,849	123,542	134,774	146,005

For mix mode programmes = Pro rata tuition fee of a module in corresponding full-time programme * number of modules

Table No: 6 Tuition Fee for Financial Year 2022-2023 for non-award bearing programmes

Sl.no	Particular	FY-2021-2022		2% Increment		FY-2022-2023	
		National (BTN)	International (USD)	National (BTN)	International (USD)	National (BTN)	International (USD)
1	Semester Abroad programme	50,000	3,200	1000	64	51,000	3,264
2	Short-term study abroad programme			0	0	0	0
2.1	1-3 weeks	20,000	2,000	400	40	20,400	2,040
2.2	3-6 weeks	25,000	2,520	500	50	25,500	2,570
3	Visiting Research student programme for less than 6 months	50,000	3,200	1000	64	51,000	3,264