

Payment policies

(valid for applications after June 30, 2023)

§ 1 Service and Fee Regulations

- (1) Students are required to pay tuition fees for participation in the study programs of Düsseldorf Business School GmbH.
- (2) The tuition fees include attendance of the compulsory and elective courses of the attendance study program, the preparation of the Master's thesis, participation in all examinations as well as the teaching materials.
- (3) Upon admission to the program, the student or the company will receive an invoice from Düsseldorf Business School GmbH stating the amount to be paid and the due dates.
- (4) In the event of late payment, the right to further participation in the study program of Düsseldorf Business School GmbH as well as any further examination entitlement shall expire.

§ 2 Amount of Fees and Payment Dates

- (1) Upon admission to the program, a reservation fee in the amount of €450 is due, which must be paid within two weeks of receipt of the admission notice.
- (2) The tuition fee for the German-language program "General Management" leading to the MBA degree and for the English-language program "General Management" leading to the MBA degree is €33,500 each.
- (3) If the reservation fee and the tuition fee are paid by a person or company subject to sales tax, they will be increased by the statutory value-added tax.
- (4) The tuition fee is payable in 21 installments, regardless of the actual duration of study. The following are due
 - at the beginning of the studies: 9.500 €
 - at the beginning of each additional month: 1,200 €
- (5) The installments will be collected by Düsseldorf Business School via SEPA direct debit or transferred by standing order.
- (6) Alternatively, in exceptional cases, invoicing can take place according to study sections. The tuition fee is then due as follows:
 - before the start of the 1st study stage: €10,000 (approx. 30 % of the tuition fee),
 - before the start of the 2nd study stage: 8,500 €(approx. 25 % of the tuition fee),
 - before the start of the 3rd study stage: 8,500 €(approx. 25 % of the tuition fee),
 - before the beginning of the 4th study stage: 6,500 €(approx. 20 % of the tuition fee).
- (7) If the Master's thesis is registered for the first time later than 30 months after the start of studies, an additional tuition fee of €1,000 will be charged. Proven, longer periods of illness or care duties extend this deadline.
- (8) If complete application documents, including the necessary certifications, are submitted earlier than at the beginning of the sixth calendar month before the start of a study program and if a down payment on the tuition fee in the amount of €2,400 is then transferred within 14 days after admission, the tuition fee is reduced by a total of €2,400 to €31,100 (plus VAT, if applicable) ("Early Bird"). In this case, the last two monthly installments according to paragraph 4 will not be charged. Whether this regulation is used for a study program is decided by the management and reported to the advisory board.

This payment policies were adopted by the Academic Advisory Board of Düsseldorf Business School GmbH at its meeting on May 23, 2023.