

AGA KHAN UNIVERSITY
Guidelines, Policies and Procedures

Policy Name	Students with Outstanding Accounts with the University
Policy Number	024
Approved by	Vice President, Finance and Chief Financial Officer
Date of Original Approval	NA
Date of Revisions	February 28, 2013
Contact	Finance Office

1.0 INTRODUCTION

- 1.1 This policy is applicable to all University students with the exception of those students sponsored by an AKU-approved Memorandum of Understanding / Agreement.

2.0 STUDENTS WITH OUTSTANDING ACCOUNTS

- 2.1 A student with an outstanding account with the University:
- 2.1.1 Will be permitted to continue studies and to write his / her final examinations.
 - 2.1.2 Will not receive his / her examination results.
 - 2.1.2.1 Where applicable and directed to do so by the head of a student's programme of study, the Office of the Registrar may issue appropriate letters of academic warning / dismissal.
 - 2.1.3 Who has met all certificate / diploma / degree requirements and has been approved by Academic Council for the awarding of the credential / graduation, will have his / her academic record indicate that s/he has successfully completed programme requirements.
 - 2.1.4 Will not be given his / her certificate / diploma / degree parchment, transcript, grade report or any other "University-owned" documentation (for example, the student's original admissions certificates).

3.0 RELEASE OF DOCUMENTS

- 3.1 The Office of the Registrar will release certificate / diploma / degree parchments, transcripts, grade reports, or any other documentation only upon receipt of written correspondence from the Finance Office stating that all fees have been paid or satisfactory arrangements have been made.