SCHOLARSHIPS AND TUITION FEES
At VARNA UNIVERSITY OF MANAGEMENT

Regulations

The present document regulates the rules and regulations for awarding and payment of scholarships as well as the tuition fees at Varna University of Management (VUM) and determines the actual students' tuition fees.

The scholarships and fees Regulations are periodically updated and the current issue is valid for 2026/2027 academic year intake onwards.

1. SCHOLARSHIPS FOR FULL-TIME UNDERGRADUATE STUDENTS

1.1. Newly enrolled undergraduate students

Newly enrolled students on a full-time Bachelor's Degree Programme (undergraduate programme) are eligible to apply for a scholarship for the first academic year of their education in English language programmes. Newly admitted students studying in a distance learning Bachelor's Degree Programme (undergraduate programme) are not entitled to scholarships, with the exception of the scholarship for family members, according to item 3.3. of these Regulations.

1.1.1 The maximum amount of the scholarship that can be awarded by VUM is up to €250. Applicants eligible for a scholarship of up to €250 for the first academic year must **successfully pass a motivation interview** at VUM and **achieve a qualifying result in the English language examination**. Candidates with a score of 85%-95% are eligible for a scholarship of up to **€125.** Candidates with a score higher than 95% are eligible for a scholarship of up to **€250.** The individual amount of scholarship and the number of approved applicants depend on the accumulated "Scholarships Fund" for the respective academic year.

1.1.2 The newly enrolled students can also apply for scholarships provided in collaboration with University's partnering organisations amounting from **€250 up to €1000** for the first academic year. Applicants for scholarships provided by VUM's partner companies must hold an English language certificate (IELTS, TOEFL, PTE, CAE), have SAT results, or have achieved a high grade in the state matriculation examination in English The amount of the individual scholarships awarded depends on the ranking of the certificate/matriculation exam score of the applicant (calculated as a percentage of the maximum score submitted for consideration by the applicants for the corresponding academic period)- see Table 1.

Table 1

Achievements (Results)			
Scores of 2 SAT sections	Grade on the state matriculation exam in English	Merit-based ranking (as a percentage of the maximum of international language certificates of newly enrolled Bachelor students)	First year scholarship
from 1536 to 1600		over 95%	€1000
from 1361 to 1535	Over 5.75	from 86% to 95%	€500
from 1200 to 1360	5.50 – 5.75	from 75% to 85%	€250

1.1.3 Scholarships could be awarded only to prospective students applying to VUM directly **(not through educational agents).**

1.1.4 Prospective students cannot receive a scholarship from VUM under the regulations in p.1.1.1. provided they have already been approved for a University's partnering organisation scholarship under 1.1.2.

1.1.5 The scholarship is paid in **four equal instalments** to a bank account provided by the student, only after the full payment of tuition, administrative, and accommodation fees has been completed. The instalments for the winter semester (September intake) are paid from October to January, and for the summer semester (February intake) from March to June of the respective academic year on the last business day of the month for which they are awarded.

1.1.6 In case of deferred payment of semester fees with a formal decision of the President / Vice-President according to item 4.20.8. of these regulations, the student retains their student rights, but loses their right to a scholarship for the months in which the fee is not paid in full.

1.2. SCHOLARSHIPS AFTER THE FIRST ACADEMIC YEAR FOR FULL-TIME STUDENTS PROGRESSING TO AND ENROLLED ON UNDERGRADUATE DOUBLE DEGREE PROGRAMMES

1.2.1. After the first academic year at VUM, students who have fulfilled their academic obligations and have obtained positive final grades in all courses from the scheduled examination sessions, in accordance with the academic calendar for the respective year, as of the beginning of the current academic year, are eligible for an Academic Performance Scholarship (merit-based). This scholarship is calculated based on the exam results from the previous two semesters. The ranking for a merit-based scholarship is done once at the beginning of the academic year in accordance with the provisions of these Regulations. Academic Performance Scholarships are awarded based on the academic ranking of the students within their Programme and year of study.

1.2.2. The students on the "Hospitality and Culinary Arts" and "Gastronomy and Culinary Arts" programmes who have successfully passed their exams within the examination sessions as per the approved exam schedule for the respective academic year by the start of the due academic year are eligible for an Academic performance scholarship as of the **third year** of their studies. The ranking for a merit-based scholarship is done once at the beginning of the academic year in accordance with the provisions of these Regulations. The scholarship for the third academic year is calculated based on the exam results from the **preceding two academic years (four semesters)**. Academic Performance Scholarships are awarded based on the year of study and the joint academic ranking of the students in "Hospitality and Culinary Arts" and "Gastronomy and Culinary Arts" programmes.

For the "Hospitality and Culinary Arts" Programme, the Academic performance scholarship for the fourth year of study is calculated based on the exam results from the third academic year (semesters 5 and 6). The ranking for a merit-based scholarship is done once at the beginning of the academic year in accordance with the provisions of these Regulations. Academic Performance Scholarships are awarded based on the year of study and the joint academic ranking of the 4th-year students in "Hospitality and Culinary Arts" and 3rd-year students in "Hotel Management" programmes.

1.2.3. The scholarship eligibility criteria for successfully passed exams do not include the Internship 1 and Internship 2 modules. The calculation of students' academic performance does not include the grades for Internship 1 and Internship 2.

1.2.4. Students transferring to VUM from another university (a transfer student in short) are eligible for a scholarship under the scholarship eligibility conditions at VUM, if the academic periods used as scholarship eligibility criteria are academic periods of study at VUM.

1.2.5. Students enrolled in a February Intake are eligible for a scholarship according to the conditions for scholarships at VUM, if they meet the eligibility criteria for academic periods at VUM and academic performance for the respective academic year.

1.2.6. Only after all of the tuition, administrative and accommodation fees have been paid in full within the deadlines, the scholarship under p.1.2. shall be paid in equal monthly instalments for the winter semester are paid from October to January, and for the summer semester from March to June of the respective academic year on the last business day of the month for which they are awarded.

1.2.7. In case of deferred payment of semester fees with a formal decision of the President / Vice-President according to item 4.20.8. of these regulations, students retain their student rights, but lose their right to receive a scholarship for the months in which the fee is not paid in full.

1.2.8. The students are ranked for Academic performance scholarships from VUM as stated in the following table:

Table 2

Scholarships per semester	
Ranking according to academic score from the preceding semester(s) in per cents:	**Academic performance scholarship**
The first 10%	€ 500
from 11% to 30%	€ 250
under 30%	0

2. SCHOLARSHIPS FOR FULL-TIME POSTGRADUATE STUDENTS IN DOUBLE DEGREE PROGRAMMES

Every newly enrolled full-time Master's degree student (Postgraduate student) is eligible to apply for a scholarship during the admission process. Newly admitted students studying in a distance learning Master's Degree Programme (postgraduate programme) are not entitled to scholarships, with the exception of the scholarship for family members, according to item 3.3. of these Regulations.

2.1. The maximum amount of the scholarship to be awarded by VUM is up to €250. The applicants who are eligible for a scholarship up to €250 shall undergo a motivational interview at VUM and shall have successfully passed an English language exam. Candidates with a score of 90%-95% are eligible for a scholarship of up to **€125.** Candidates with a score higher than 95% are eligible for a scholarship of up to **€250.** The actual amount of the scholarship and the number of approved applicants depend on the accumulated "Scholarships Fund" for the respective semester.

2.2. The newly enrolled students may apply for scholarships provided by the University's partnering companies amounting from **€250 up to €1000** for the whole period of education only if they present a valid English

language certificate **(IELTS, TOEFL, PTE, CAE)** or have SAT result and have submitted the full set of required documents for the particular Programme.

The scholarship amount is determined according to the English language certificate scoring - see table 3:

Table 3

Achievements (Results)		
Scores of 2 **SAT** sections*	Ranking according to the scores (as percentage of the maximum) on international language certificates	Scholarship
from 1536-1600	over 95%	€ 1000
from 1456 - 1535	from 91% to 95%	€ 500
from 1376 - 1455	from 86% to 90%	€ 250

2.3. Scholarships could be awarded only to newly enrolled students applying to VUM directly **(not through educational agents).**

2.4. Prospective students cannot receive scholarship from VUM under p.2.1. provided they have already been approved for a University's Partner company scholarship.

2.5. Students with a Bachelor's Degree in English language from VUM continuing their education in a double-degree Master's Programme are eligible for a Scholarship amounting **from €500 up to €1000**.

2.6. Scholarships under p.2.1., 2.2., and 2.5. are awarded as a discount on the Tuition fee for **the second and third semester**.

3. OTHER SCHOLARSHIPS PROVIDED BY VARNA UNIVERSITY OF MANAGEMENT

3.1. Scholarship for special achievements, awards and other activities. The scholarship is awarded to potential students who have demonstrated high motivation for studying at VUM, achieved accomplishments, won competitions and other activities, as well as to students who are involved in student initiatives and activities at VUM, as well as outside the university. A prerequisite for awarding the scholarship is the provision of relevant evidence such as photos, awards, certificates, etc. Scholarships for special achievements are entered in a register maintained by the Marketing and Admissions Department.

3.2. European Scholarships and Awards (ESA) if available – according to the regulations of the European Scholarships and Awards (ESA) these scholarships and awards require the students to apply individually (not through the University) and be approved by the Ministry of Education and Science.

3.3. A scholarship as a discount for family members – brother/sister, husband/wife, parent/child, who study at VUM at the same time. The scholarship amounts to €230 per academic year, per family member. The scholarship is provided without any additional conditions and is applicable to students receiving another type

of scholarship, e.g. a merit-based scholarship. The scholarship is paid in two equal instalments – until January 30 of the corresponding academic year (for the winter semester) and until May 31 for the corresponding academic year (for the summer semester).

4. TUITION FEES AT VARNA UNIVERSITY OF MANAGEMENT

4.1. VUM application fee: €120 for Bulgarians, EU and EEA citizens and €150 for non-EU and EEA citizens. The fee is due up to one month after receiving the acceptance letter and is non-refundable in case of an application withdrawal.

4.2. The tuition fee for the full-time VUM undergraduate programmes in English is €1500 per semester for Bulgarians, EU and EEA citizens and €1950 per semester for non-EU and EEA citizens. The only exceptions are the tuition fees for the "Hospitality and Culinary Arts" and "Gastronomy and Culinary Arts", which are €2400 per semester for non-EU and EEA citizens.

The tuition fee for the distance learning VUM undergraduate programmes in English is €1200 per semester for Bulgarians, EU and EEA citizens and €1500 per semester for non-EU and EEA citizens

4.3 The tuition fee for the VUM Preparatory year in English language is €750 per semester for Bulgarians, EU and EEA citizens and €1150 per semester for non-EU and EEA citizens.

4.4. The tuition fee for the VUM undergraduate programmes in Bulgarian is €1500 per semester.

4.5. The tuition fee for VUM Master's and MBA degree programmes in English is as follows:

4.5.1. Master of Business Administration (MBA), full-time studies:

- Semesters 1, 2 and 3: €1500 per semester for Bulgarians, EU and EEA citizens and €2400 per semester for non-EU and EEA citizens
- Semester 4 (when required): €900

4.5.2. Master in International Tourism (MIT), full-time studies:

- Semesters 1 and 2: €1500 per semester for Bulgarians, EU and and EEA citizens and €1950 per semester for non-EU and EEA citizens
- Semesters 3 and 4 (when required): €900 per semester

4.5.3. Master in International Tourism (MIT), distance learning:

- Semesters 1 and 2: €1200 per semester for Bulgarians, EU and and EEA citizens and €1500 per semester for non-EU and EEA citizens

- Semesters 3 and 4 (when required): €720 per semester

4.6. The tuition fee for the VUM Master's degree programme in Bulgarian is €600 per semester for semesters 1, 2 and 3 and €500 for semester 4 (when required).

4.7. The Student status fee per semester for full-time studies is €100 for Bulgarians and EU and EEA students and €450 for non-EU and EEA students. The Student status fee per semester for distance learning is €50 for Bulgarians and EU and EEA students and €250 for non-EU and EEA students. **The student status fee is payable for each semester of study in Bachelor's and Master's programmes, as well as for the preparatory year in English language.**

4.8. An additional registration fee for education leading to the award of two degrees – not only Bulgarian from VUM but also a British degree from Cardiff Metropolitan University, amounts to €475. The fee is applicable to students studying in English-thaught programmes, in a full-time form of study and is payable only and exclusively in the semesters of study in which the student registers at Cardiff Metropolitan University and is paid together with the Tuition fee and the Student Status fee for the respective semester (for each of the two semesters in Bachelor's programmes and for each of the first three semesters in Master's programmes).

4.9. Tuition fees for EU and EEA citizens are paid per semester.

4.10. On initial entry, non-EU and EEA nationals pay fees for the first two semesters of their studies. From the third semester, fees can be paid semester by semester.

4.11. The requirements of item 4.9. and 4.10. apply to both undergraduate and graduate students and do not change whether the student is accepted for September or February intake or as a transfer student.

Exceptions are considered only after submitting a written request for revision of the payment conditions, addressed to the President.

4.12. Document translation fee amounting to €200 for Bachelor's degree applicants and to €250 for Master's degree applicants is applicable to those applicants, who provide application documents in a foreign language and who would like the University to perform on their behalf a legalised and notarised translation into Bulgarian language according to the requirements of the Ministry of Education and Science. The fee is non-refundable in the event of withdrawal from education provided that the translation has already been done.

4.13. Every Bachelor's degree applicant whose secondary education certificate was not issued in Bulgaria must submit to the Admissions Department a Certificate of Recognition of secondary education acquired in a school in a foreign country, issued by the National Center for Information and Documentation (NACID). The applicant can apply for the service at NACID on their own or through the university. In the second case, a Certificate of Recognition of secondary education acquired in a school in a foreign country for a fee of €100 is due. The fee is not refundable in the event of withdrawal from education, provided that the application for the issuance of the aforementioned Certificate has already been submitted to NACID.

4.14. Visa deposit fee amounting to €500 is applicable for non-EU and EEA citizens except for Türkiye, Ukraine, Russia, Armenia, Georgia, Moldova, Albania, Montenegro, Bosnia and Herzegovina, Kosovo, The Republic of North Macedonia, Belarus, Kazakhstan, Azerbaijan, Uzbekistan, Tajikistan, Kyrgyzstan, Turkmenistan, Mongolia, China, Japan, South Korea. The fee is also not applicable to students coming from VUM partnering universities based on signed cooperation agreements. The paid visa deposit fee that is deducted from the tuition fee for the last semester before graduation.

4.15. An Accommodation Reservation Deposit fee of €300 is paid by prospective students applying for a Type D Visa who wish to reside in a VUM dormitory. The deposit is of an administrative nature, does not constitute a rent or accommodation deposit, and is not used to cover tuition fees, rent, or utility costs.

4.15.1. The Accommodation Reservation Deposit is paid after receiving the Ministry of Education certificate for education and prior to issuing an Accommodation confirmation letter for the purposes of the visa procedure.

4.15.2. The Accommodation Reservation Deposit is refundable under the following conditions:

- in case of long-term accommodation – upon leaving the VUM dormitory after no less than three months of stay, provided that all amounts due for the stay have been paid;

- in case of short-term accommodation – upon leaving the VUM dormitory, provided that all amounts due for the stay have been paid.

4.15.3. In case of long-term accommodation the Accommodation Reservation Deposit is non-refundable in case the person leaves the dormitory before the end of the three-month period.

4.15.4. The order and procedures for notification, as well as the administrative actions for refunding the deposit, are regulated by a separate **Dormitory Accommodation Reservation Policy for Type D Visa applicants (Appendix 1 to these Regulations**).

4.16. The Knives and Uniforms fee is paid by students admitted to the “Gastronomy and Culinary Arts” and “Hospitality and Culinary Arts” programmes. The fee is €725 and includes all necessary work tools and clothing needed by students for the entire period of study. The sets of knives and other tools, as well as the work uniforms, remain the property of the student after graduation.

4.17. Fee for repeating an academic year due to more than two failed disciplines from the preceding academic year/s (including cases of reenrollment after withdrawal or suspension), for which ECTS credits have not been obtained - €50 per non-obtained ECTS credit for Bulgarians, EU and EEA citizens and €65 per non-obtained ECTS credit for non-EU and EEA citizens. For every semester of the academic year that a student is registered to repeat, standard Student status fee according to p. 4.7. is required.

The regulations apply also to students from a February Intake and for those enrolled based on their Academic Transcripts from another university (transfer students). Upon evaluation of the number of outstanding

modules and non-obtained ECTS credits, the deadlines specified in the acceptance letter or the official protocol for recognition of results shall be taken into consideration.

The tuition fee for repeating an academic year and the corresponding Student status fees are due within the specified payment deadlines according to the semester distribution of the disciplines for the Academic year of repeat.

For students studying in programmes with partner institutions, including under contracts for joint and/or double degrees, decisions and deadlines for repeating and re-enrolment are aligned with the academic regulations of the partnering institution.

The fees mentioned in the current clause **are valid for all reenrolled students regardless of the year of their initial admission at VUM.**

4.18. Students, willing to be transferred from one programme delivered at VUM to another programme delivered at VUM, have to pay a €100 fee if they apply for a transfer after the 1st of December in their first year of study (for Regular Intake) and after the 1st of April (for February Intake). In the event that the transfer is for reasons beyond the student's control or other circumstances exist, the student may submit a reasoned written request to the management for a fee exemption.

4.19. The deadlines for payment of the Tuition fees for each semester are determined with a President's/ Vice-President's order for each academic year.

4.20. The conditions for refund of fees at VUM under objective reasons, are as follows:

4.20.1. The fee for students who have paid the appropriate semester fee for the respective semester, but have suspended their studies before the beginning of the semester, is refunded at 100%.

4.20.2. The fee of students who have paid the appropriate semester fee for the respective semester, but have suspended their studies a week after the beginning of the semester, is refunded at 75%.

4.20.3. The fee of students who have paid the appropriate semester fee for the respective semester, but have suspended their studies in a two weeks' period after the beginning of the semester, is refunded at 50%.

4.20.4. The fee of students who have paid the appropriate semester fee for the respective semester, but have suspended their studies in a three weeks' period after the beginning of the semester, is refunded at 25%.

4.20.5. For students who have paid the appropriate semester fee for the respective semester, but have suspended their studies after more than three weeks' period of the beginning of the semester, the amount of the fee is not refundable.

4.20.6. In the event that the student leaves during the second semester of study and the first part of the commission has been paid for him on the basis of the paid annual fee, the paid commission should be deducted from the amount to be refunded.

4.20.7. The fee amount is not refundable in case the study visa is issued and/or the student has received a temporary residence permit for settling in Bulgaria on the grounds of his studies in VUM.

4.20.8. Deferral of the tuition fee is admissible in exceptional cases with a formal decision of the President/ Vice-President.

4.21. For students who have applied for a Type D Visa and started the semester online while waiting for its issuance, the tuition fee is refundable in case of visa rejection. However, the VUM Student status fee of €450 becomes non-refundable as from the date when the student receives their credentials for access to online classes.

4.22. For students who have applied for a Type D Visa and started the semester online while waiting for its issuance, the tuition fee will be transferred for the next intake in case of a significant visa issuance delay. However, the VUM Student status fee of €450 becomes non-refundable as from the date when the student receives their credentials for access to online classes.

5. OTHER CONDITIONS

5.1. Scholarships are available only for full-time students studying in the campuses of Varna and Dobrich, as VUM reserves the right to:

5.1.1. Change the scholarship terms, as the changes shall not affect the students who have abided by the hitherto status quo.

5.1.2. Increase or decrease the scholarship amount depending on the student's academic performance and/or other conditions.

5.2. The scholarship may be reduced or cancelled in the event of violation of the regulations of Varna University of Management; indecent behavior; established misappropriation or damage to property owned by VUM or one of its partners (physical/legal person). Upon establishment of unpaid service fee by a student to VUM (or to one of its partners), the amount due may be deducted from the scholarship.

5.3. Students demonstrating initiative and involvement may be granted an additional scholarship upon the President's/ Vice-Presidents' discretion.

5.4. Students can be awarded **only one** type of scholarship. Exception of this rule applies only to the scholarship for family members as per Art.3.3. In case more than one scholarship is awarded, applicable is the one with a higher value.

5.5. If the student's rights to use a given type of scholarship are not claimed within 5 months after the start of the semester, VUM shall not be held responsible for any unpaid amounts.

5.6. VUM shall not be held responsible for missed deadlines or failure to qualify for scholarships and awards provided by the European Social Fund, donor scholarships, etc.

5.7. For all issues not regulated in the present Regulations or in specific individual cases, the final decision is subject to the consideration of the relevant management bodies and shall be approved by the President/ Vice-President.

Approved by:

/s/

Assoc. Prof. Todor Radev

President of VUM

Appendix 1

Dormitory Accommodation Reservation Policy
for Type D Visa Applicants
(Varna University of Management VUM)
Effective from the 2026/2027 academic year

1. Scope and Purpose

1.1 This policy governs the terms and conditions for requesting a reservation for accommodation in the student dormitories within the structure of Varna University of Management (VUM), including the payment of a reservation deposit.

1.2. The policy applies only to prospective students who apply for a Type D Visa and for whom it is necessary to provide an accommodation confirmation document as part of the set of documents for the visa procedure.

1.3. The purpose of the policy is to ensure clarity and predictability in the processing of applications, the allocation of available accommodation capacity and the issuance of the relevant documents by VUM.

2. Definitions

2.1. Reservation Deposit – an amount of €300 (three hundred euros), paid in accordance with this policy in order to ensure priority in the allocation of rooms and the issuance of an accommodation confirmation document for the purposes of applying for a Type D Visa.

2.2. (Prepaid) Rent and Accommodation Deposit – amounts representing an advance payment of rent and a deposit for accommodation in a VUM dormitory, which are due and payable only after the simultaneous fulfillment of the following conditions:

2.2.1. Type D Visa issued;

2.2.2. Accommodation Application Form completed and submitted by the applicant;

2.2.3. Invoice issued by the VUM dormitory in accordance with the current conditions.

2.3. The Reservation Deposit is completely separate from the Rent and Accommodation Deposit (including any prepaid amounts), is not deducted from them, does not replace them, and is not used to cover rent or utility costs.

3. Purpose and Effect of the Reservation Deposit

3.1 Payment of the Reservation Deposit is of an administrative and organisational nature and serves as a basis for including the applicant in the procedure for accommodation in a VUM student dormitory.

3.2. The Reservation Deposit certifies the applicant's intention to use accommodation in a VUM dormitory and VUM's commitment to provide accommodation under the terms of this policy and the available capacity.

3.3. Payment of the Reservation Deposit ensures:

3.3.1. Including the applicant in the list for accommodation in a VUM dormitory;

3.3.2. Issuance of a document for accommodation in a VUM dormitory as part of the set of documents when applying for a Type D Visa, certifying an institutional commitment for accommodation without specifying a room or room type.

3.4. Applicants who do not wish to be accommodated in a VUM dormitory do not owe a Reservation Deposit fee. In these cases, VUM does not issue an accommodation confirmation document. The responsibility for providing all necessary accommodation confirmation documents required as part of the visa issuance procedure is entirely upon the applicant.

4. Amount and Payment Deadlines

4.1 The Reservation Deposit amounts to €300 (three hundred euros).

4.2. The Reservation Deposit is payable:

4.2.1 After receiving an approval from the Ministry of Education and Science;

4.2.2. Before issuing and providing an accommodation confirmation document, which is part of the set of documents for the established visa procedure.

5. Guarantees and Limitations

5.1. VUM shall not bear any property, contractual or non-contractual liability for damages, lost profits or additional costs arising from the inability to provide long-term accommodation in a dormitory, when this is due to objective circumstances beyond the control of VUM.

5.2. Some of the dormitories at VUM have limited capacity. Due to the unpredictability of student arrival dates, including in connection with visa issuance deadlines and other administrative procedures, it is not always possible for all interested students to be accommodated according to their requirements in terms of room, room type or category at the time of their arrival.

5.3 In the absence of long-term accommodation options according to Art.5.2. at the time of arrival, VUM provides assistance in securing external accommodation which is of an advisory nature and is not resulting in contractual relations between VUM and external landlords. VUM is not responsible for the conditions and prices offered by external landlords. The assistance may include:

- referral to external student dormitories – partners of VUM;

- assistance in choosing a free rent accommodation.

In these cases, VUM provides short-term accommodation according to Art.8 below.

6. Documents for Long-term Residence

6.1 Evidence of secured housing is required for the issuance of a document for long-term residence in accordance with the current regulatory requirements (notarised rental agreement, notarised declaration by the property owner, etc.).

6.2. In the case of long-term accommodation in VUM dormitories or in external student dormitories - partners of VUM, the higher education institution guarantees the issuance of the necessary documents to certify secured housing.

6.3. In the case of free rental accommodation, the responsibility for providing these documents is entirely upon the students and the landlord chosen by them.

7. Long-term Accommodation and Reservation Deposit Refund

7.1 A student who has paid an Accommodation Deposit and rent pursuant to Art. 2, item 2, is accommodated long-term in the VUM dormitory in accordance with the submitted Application Form for accommodation.

7.2. The financial conditions for accommodation are regulated in accordance with the current conditions and the issued invoice for prepaid rent and Accommodation Deposit.

7.3. No deductions are made for amounts due for rent and consumables from the Reservation Deposit.

7.4. The Reservation Deposit becomes refundable in full upon request of the student after no less than three months of stay in the VUM dormitory, counting from the date of actual accommodation, provided that all amounts due for the stay have been paid.

7.5. VUM refunds the Reservation Deposit after receiving a written notification in electronic form from the Dormitory Manager sent to the Marketing and Admissions Department by email at student.experience@vum.bg, submitted within three working days of the date of departure, which certifies the fact of departure and contains:

7.5.1. confirmation of the absence of obligations as of the date of departure;

7.5.2. specified address for accommodation after leaving the dormitory.

7.6. In case there are outstanding obligations as of the date of departure, the Dormitory Manager submits an additional written notification in electronic form after their full settlement. The Reservation Deposit is refunded after receiving this notification.

7.7. The Reservation Deposit is non-refundable In case of leaving the dormitory before the expiration of the three-month period.

8. Long-term Accommodation and Reservation Deposit Refund

8.1. In the event that, on the date of the student's arrival, there is no possibility for long-term accommodation in a VUM dormitory, including when the proposed options do not correspond to the previously stated preferences, VUM may provide temporary short-term accommodation in its dormitory under the current conditions and prices.

8.2. The student pays rent for the short-term accommodation in accordance with the current conditions, as a deduction may only be made from the prepaid accommodation rent, if any has been paid.

8.3. In this case, the Reservation Deposit is refunded in full in accordance with Art. 7, i. 5 and i. 6.

8.4. In the event of short-term accommodation, VUM does not issue an accommodation document for the purposes of applying for a long-term residence permit. The student applies with the address of their subsequent accommodation in accordance with the regulatory requirements.

9. Final Provisions

9.1. VUM reserves the right to amend and supplement this policy in the event of changes in the regulatory framework, administrative requirements or internal organisation, and the amendments shall be published in accordance with the established procedure.

9.2. This policy comes into force from the date specified above and applies until its amendment or repeal pursuant to the established procedure.

Approved by:

/s/

Assoc. Prof. Todor Radev

President of VUM