

# PRICES AND PAYMENT

For all Catalan public universities, the Generalitat de Catalunya annually sets the price of official studies, through the publication of a decree that determines the public prices of academic services according to the degree of teaching structure attributed to each teaching.

Students at affiliated schools should consult the information regarding the prices and payment of tuition at the Secretariat of your center.

- [Decree that determines the public prices at public universitiesv of Catalonia](#) [ [/export/sites/universitat-lleida/ca/serveis/aga/.galleries/docs/Documentacio\\_matricula\\_automatricula/decret](/export/sites/universitat-lleida/ca/serveis/aga/.galleries/docs/Documentacio_matricula_automatricula/decret) ]
- [Approximate amount of the master's degree registration fee](#) [ </sites/universitat-lleida/en/serveis/aga/secciomatricula/matricula-masters/preus-masters/> ]
- [Exemptions and bonuses](#) [ </sites/universitat-lleida/en/serveis/aga/exempcions-bonificacions-masters/> ]
- **RECEIPTS MANAGEMENT**

## REGISTRATION FEE PAYMENT

### MEANS OF PAYMENT

The University shall collect the registration fee by charging the bank account chosen by the student. When registering, students must select one of the following means of payment:

#### 1 - Single direct debit payment.

The University shall charge the amount from the 5<sup>th</sup> day after registration.

#### 2 - Single card payment

Payment must be made at the time of registration.

#### 3 - Direct debit payment in three instalments.

The registration fee shall be charged in three instalments:

1. The first instalment shall be charged from the 5<sup>th</sup> day after registration. The amount corresponding to 40% of the registered credits, plus non-teaching administrative fees, will be collected.
2. The second instalment shall be charged on **15 November 2024** The amount corresponding to 30% of the registered credits will be collected.
3. The third instalment shall be charged on **27 December 2024**. The amount corresponding to the remaining 30% of the registered credits will be collected.

#### 3 - Loan from the Generalitat:

Registration can be paid in more instalments. You can consult detailed information here: <https://agaur.gencat.cat/ca/detalls/article/PROGRAMA-FINAN-Prestec-AGAUR>

#### 4 - Payment of non-direct debit receipts:

Should you have to pay a registration bill in cash or card, you can do so following the instructions of this [link](#) [ [/export/sites/universitat-lleida/ca/serveis/aga/.galleries/docs/Documentacio\\_matricula\\_automatricula/pagamentefe](/export/sites/universitat-lleida/ca/serveis/aga/.galleries/docs/Documentacio_matricula_automatricula/pagamentefe) ].

### 5 - Payment by PayPal:

This means of payment can only be used by students living in countries which are not part of the European Union and without a bank account number adapted to the SEPA rules.

## HOW TO PAY BY DIRECT DEBIT

To arrange direct debit payments, students must give the bank account details in the respective section of the registration.

You must submit to the Secretariat of the centre, within a period of 10 days from registration, a direct debit mandate (SEPA) signed by the account holder authorising the charge.

You can send this documentation preferably through the [online office](#) [ <https://seuelectronica.udl.cat/registreelectronic.php> ]. You must use the form for submission of documentation you will find there (choose your profile on student: foreign, UdL student). Web site only in Catalan and Spanish. You can send it by post to center address; in person, requesting for an appointment; or by e-mail if it has not been possible to use any of the other ways .

The registration bill, whether issued in person or using the self-registration system, shall serve for notification purposes.

Registration fees that, for whatever reason, have to be paid outside payment in instalments and after the third instalment set out in point 3, must be paid through the Receipt Management application, through online payment by card or with a non-direct debit receipt at any of the banking entities indicated in the collection document.

Bank account details for direct debit payment can be amended by using form M2 ([online office](#) [ <https://seuelectronica.udl.cat/registreelectronic.php> ]), which must be submitted to the secretariat of the centre at least fifteen days before the second or third payment deadline. The application must be accompanied by a new SEPA direct debit mandate signed by the account holder.

## PROCEDURE AND EFFECTS OF NON-PAYMENT OF THE REGISTRATION FEE

If the University cannot collect the full or partial amount of the registration fee through the account number provided by the student or through any other method of payment, it shall reissue the bill a second time for cash payment, adding the following percentages to the total or partial amount of the registration fees:

- From the due date and up to two months, a 5% surcharge.
- From two months up to four months, a 10% surcharge.
- From four months, a 15% surcharge.

The University will communicate students to the institutional e-mail (...@alumnes.udl.cat), given to student when registering for the first year, that has pending receipts which must be downloaded from the Receipt Management application and formalize the payment before the expiration date indicated on the same receipt.

The amount of these surcharges must be paid regardless of whether a scholarship or grant is obtained after notification.

Once the two-month period has elapsed, any student who has not made the payment must request a new payment document from the secretariat of the centre, which will include the corresponding surcharge, depending on the period that has elapsed.

As soon as the University issues a non-payment notification to a student, their registration will be suspended until the corresponding amount is paid.

As a result of this suspension, the student will not be able to make any change to registration, obtain academic certificates, transfer the file, request the qualification certificate or make any new registration, on the same degree or on any other.

**These financial regulations governing registration will apply provided nothing is specified to the contrary in the decree on public prices of the Generalitat (Government) of Catalonia or in other legal regulations.**