



School of Graduate
and Professional
Education



GRADUATE DEGREES

FALL TERM 2017-18

INSTRUCTIONS FOR REGISTRATION ADVANCE DEPOSIT, TUITION & FEES PAYMENT

Students who wish to register for the Fall Term 2017-18 should be aware of the following:

PREVIOUS OBLIGATIONS

Outstanding account balances from previous terms should be fully settled before registering for the next term. In addition, all library obligations (overdue books, etc.) should be cleared. Students with outstanding obligations will not be allowed to register.

PAYMENT OF FALL TERM ADVANCE DEPOSIT & REMAINING BALANCE:

Advance Deposit: **€270** for each course you are planning to register for is required before registration. All deposits must be submitted at least two working days before your registration date (August 28, 2017)

According to the number of courses each student has registered for, the remaining balance should be settled in **two equal installments:**

2nd Installment: **October 31, 2017**

3rd Installment: **November 27, 2017**

Any student not able to comply with the above payment procedure is urged to contact the Business Office at least one week prior to the first day of registration in order to establish an appropriate payment plan.

If you have any questions or need assistance, please contact the Student Accounts Office.
tel. 210- 6009800, ext. 1404, 1114, 1117.

INSTRUCTIONS FOR TUITION AND FEES PAYMENT

1. Deposit of tuition must be paid at least two working days before the day of registration to allow for processing.

2. Students with obligations from previous semesters will not be allowed to register until they have contacted the Business office regarding the settlement of their outstanding balances. The Business Office is pleased to discuss directly with students' individual payment plans for settling their tuition and fees.

3. Payment of tuition and fees can be made by using one of the following options:

a. By deposit at any branch of **ALPHA BANK** to account number **112002002021876** or at any branch of the **NATIONAL BANK OF GREECE** to account number **18048009668**. Students must make sure that their **BANKING ID NUMBER*** and **FULL NAME** are given to the bank teller.

Note: National Bank of Greece account holders may pay their tuition at Automatic Teller Machines (**ATMs**) by using the *Payment of Bills* menu and entering their **BANKING ID NUMBER*** to complete the transaction.



b. By web banking:

i) to **ALPHA BANK**; IBAN: **GR 4201401120112002002021876**. Students must include their **STUDENT ID NUMBER*** and **FULL NAME**.

ii) to **NATIONAL BANK OF GREECE**; Account holders may pay their tuition through the **i-Bank** system of the National Bank of Greece, by using the **Payment of Bills** menu available on these systems and entering their **BANKING ID NUMBER*** to complete the transaction.

c. By bank check or personal check presented to the cashier at the Student Success Center.

d. By credit or debit card presented to the cashier at the Student Success Center.

e. By using online payment (www.acg.edu/online-payment). Students must include their **STUDENT ID NUMBER*** and **FULL NAME**.

All deposits must be submitted at least 2 working days before your registration date.

ACADEMIC ADVISING

You are advised to meet with your academic advisors before registration to select the right courses for you:

MS in Counseling Psychology and Psychotherapy Graduate Certificate in Psychology

Dr. Tinia Apergi

(Tel. 210-600-9800/9, ext. 1505, email: tapergi@acg.edu)

MA in Applied Educational Psychology

Dr. Mari Janikian

(Tel. 210-600-9800/9, ext. 1517, email: dpaizi@acg.edu)

MA in Strategic Communication & Public Relations Diploma in Public Relations

Dr. Argyro Kefala

(Tel. 210-600-9800/9, ext. 1504, email: argykefala@acg.edu)

MA in Digital Communications & Social Media Diploma in Digital & Social Media

Dr. Katerina Diamantaki

(Tel. 210-600-9800/9, ext. 1502, email: kdiamantaki@acg.edu)

MA in TESOL

Mr. Mark Osborne

(Tel. 210-600-9800/9, ext. 1506, email: mosborne@acg.edu)

MS in Data Science

Dr. Dimitrios Vogiatzis

(Tel. 210-600-9800/9, ext. 1515, email: dvogiatzis@acg.edu)