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registrar.txstate.edu

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TABLE OF CONTENTS

University/Campus Information	4
Notification of Rights under FERPA	4/5
Students Right to Know and Campus Security Act of 1990	6
Retention and Graduation Rates	6
Academic Calendars	7
Final Exam Schedule	7
How To Register	7
Registration & Schedule Changes	7
List of Course Abbreviations	7
Verification of Enrollment	7
International Student Health Insurance Requirement	8
Hazing	8
Drug Free Schools and Communities act compliance	8
University Housing Policy and Rates	9
Room and Board Refunds	9
The University Housing Requirement	9
Housing Options	9
Vacation/Break Housing Schedule	9/10
Housing Rates	10
Housing Payments	10
Housing Refunds	10
Auxiliary Services	10
Dining Policies and Rates	10 Dining
Refunds	11
Commuter Meals	11 Bobcat
Buck\$	11
Fees	12
Tuition and Fee Information	12
Undergraduate Tuition and Fees	13
Graduate Tuition and Fees	14
Guaranteed Price Plan	15
Payment of Fees	16
Deadlines	16
Registration Payment Options	16
Refund Information	17
Contracts and Exemptions	17
Miscellaneous Policies	18

Tuition and Fees	17
Tuition	17/18
Tuition for Excessive Undergraduate Hours	17/18
Tuition Rebate Program	18
Academic Qualifications	19
Special Fee and Charges	20
Campus Parking/Vehicle Registration Fee	20
Course Repeat Fee	20/21
International Student Health Insurance Fee	21
International Student Operations Fee	21
Laboratory Fees	21
Testing Fees	21
Room and Board Fees	21/22
Refund of Room and Board Fees	22
Student's Financial Obligations	22
Returned Checks/EFT (e-check)	22
Installment Policy	22
Installment Payments	22
Late Payment Fees	23
Refunds	23
Drops	23
Withdrawals	23/24

University/Campus Information

Notification of Student Rights with Respect to Education Records

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to their education records. (An “eligible student” under FERPA is a student who is 18 years of age or older or who attends a postsecondary institution at any age.) These rights include:

1. The right to inspect and review the student's education records within 45 days after the day Texas State University (“TXST”) receives a request for access. A student should submit to the registrar, dean, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect. The school official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the school official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student’s education records that the student believes is inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

A student who wishes to ask TXST to amend a record should write the school official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.

If TXST decides not to amend the record as requested, TXST will notify the student in writing of the decision and the student’s right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before TXST discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

TXST discloses education records without a student’s prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official typically includes a person employed by TXST in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the Texas State University System (“TSUS”) board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of TXST who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for TXST.

Upon request, the school also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by TXST to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Compliance Office, U.S. Department of Education, 400 Maryland Ave., SW, Washington, DC 20202.
5. **The right to have the student’s directory information withheld. Students who wish to have their directory information withheld should complete and submit a Privacy Hold Form that is available in the Office of the University Registrar or online at <http://gato-docs.its.txstate.edu/jcr:3017a0eb-10ec-4f68-b67d-477e9a9aedc2/Privacy%20Hold%20Form.pdf>. TXST will apply the privacy hold request to the student’s records until the student notifies the University Registrar’s office otherwise.**

TXST may disclose a student’s “directory information” without consent. “Directory information” is student information that may be released without the consent of the student, unless the student has requested a privacy hold. Information TXST has designated the following as “directory information” under § 99.37:

- Name
- Date and place of birth
- Fields of study, including major and minor

- Enrollment status (actual hours enrolled, undergraduate, graduate, etc.)
- Degrees, certificates, and awards
- Type of award received (academic, technical, continuing education, etc.)
- Dates of attendance
- Student classification
- Name of the most recent previous educational agency or institution attended
- Telephone number, including cell phone number
- Current and permanent addresses, excluding e-mail addresses
- Weight and height of athletes
- Participation in officially recognized activities and sports
- Names of prospective graduates
- Names of parents
- Photographs of students
- Any other records that could be treated as directory information under FERPA

See the list below of the disclosures that postsecondary institutions may make without consent.

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, § 99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. A postsecondary institution may disclose PII from the education records without obtaining prior written consent of the student —

- To other school officials, including teachers, within TXST whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))
- To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the university's State-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§ 99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§ 99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§ 99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))
- Information the school has designated as "directory information" under § 99.37. (§ 99.31(a)(11))
- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of § 99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§ 99.31(a)(13))

- To the general public, the final results of a disciplinary proceeding, subject to the requirements of § 99.39, if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the school's rules or policies with respect to the allegation made against him or her. (§ 99.31(a)(14))
- To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the school, governing the use or possession of alcohol or a controlled substance if the school determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))

Students Right-to-Know and Campus Security Act of 1990

Texas State University provides this report to comply with the Students Right-To-Know and Campus Security Act of 1990. The Student Right-to-know and Campus Security Act requires institutions of higher education to provide the graduation rate of bachelor's degree-seeking, full-time, first-time undergraduate students. The six-year graduation rate for first-time undergraduates who enrolled for 12 or more hours at Texas State, including those who first attended college in the previous summer, is reflected in the table below. If you have any questions about this information, please call the Office of Institutional Research (245-2386) at Texas State.

	First Fall Semester of Entering Freshman Cohorts					
	2011	2012	2013	2014	2015	2016
Entering Cohort	4,526	4,360	5,314	5,234	5,533	5,573
1-Year Retention	76.4%	77.1%	76.0%	78.2%	77.4%	77.7%
2-Year Retention	66.9%	68.0%	66.4%	67.3%	67.6%	
3-Year Retention	63.3%	64.3%	62.4%	62.4%		
4-Year Graduation	26.8%	28.6%	29.4%			
5-Year Graduation	47.1%	49.5%				
6-Year Graduation	53.9%					

NOTE:

Texas State University's annual security report includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings, owned or controlled by Texas State, and on public property within or immediately adjacent to and accessible from the campus. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault and other matters. The Texas State campus security report is available through the University Police Department (UPD) web site at <http://www.police.txstate.edu>. It is also available by mail at no charge from Texas State's offices of Undergraduate Admission, Graduate College, Human Resources or the University Police Department by calling (512) 245-2111.

Academic Calendars

<http://registrar.txstate.edu/persistent-links/academic-calendar.html>

Final Exam Schedule

<http://registrar.txstate.edu/persistent-links/final-exam-schedule.html>

How To Register

<http://registrar.txstate.edu/persistent-links/how-to-register.html>

Registration & Schedule Changes

<http://www.registrar.txstate.edu/registration/access-periods.html>

verification of Enrollment

Students who require verification of their enrollment for the current semester may obtain instructions at

<http://registrar.txstate.edu/our-services/enrollment-verification.html>

Students taking a correspondence course must obtain a verification of those classes from the Correspondence Studies office located in 302 ASB-North. <http://www.correspondence.txstate.edu/>

Students taking a study abroad course must obtain a verification of those classes from the Study Abroad office located in the Thornton International House at 344 W. Woods Street. <http://www.studyabroad.txstate.edu/>

International Student Health Insurance Requirement

All International students on non-immigrant F and J visas are required by university policy to have health insurance coverage while enrolled in classes at Texas State University.

- International students will be required to purchase the student health insurance plan endorsed by the university
- Students will have to purchase the health insurance directly from the health insurance plan
- Only students with employer or government sponsored health insurance plans will be considered for insurance waivers

Detailed information on how to purchase the health insurance or submit documents to request an insurance waiver will be sent to international students by the International Office. This information is available on the [International Office](http://www.international.txstate.edu/current/Health-insurance-.html) website: <http://www.international.txstate.edu/current/Health-insurance-.html>

International students will be able to purchase the health insurance online during Open Enrollment periods. The health insurance may be purchased on an annual basis or by semester. The health insurance plan must be purchased, or an insurance waiver approved, prior to the start of classes. Students who do not comply with this requirement will have a “Hold” placed on their student account. The “Hold” will be removed only after they purchase the student health insurance plan endorsed by the university. To have a “Hold” removed, students must email their proof of enrollment in health insurance to intlhealth@txstate.edu. Health insurance holds will be removed by 5:00 p.m. the next business day.

Should you have any questions about the international student health insurance requirement, you may contact the International Office at intlhealth@txstate.edu.

IMPORTANT: Students will receive notices about the health insurance requirement through their Bobcatmail account.

Hazing

Hazing is a violation of state law and university policy. Hazing means an act by one person against another that endangers the physical or mental health or safety of a student for the purpose of pledging, being initiated into, affiliating with or maintaining membership in any student organization. Organizations, as well as individuals, may be found guilty of hazing. Persons or organizations are guilty of hazing if they engage in hazing, encourage hazing, permit hazing to occur, or fail to report hazing to the Dean of Students. A person who reports hazing to the Dean has immunity from civil or criminal liability for the incident. Hazing is a misdemeanor under state law, which imposes jail confinement and fines for guilty individuals and organizations. For more information please go to: <http://www.dos.txstate.edu/hazing.html>.

Drug Free Schools and Communities act compliance

A student who, by a preponderance of the evidence, under these Rules and Regulations, is found to have illegally possessed, used, sold or distributed any drug, narcotic, or controlled substance, whether the infraction is found to have occurred on or off campus, shall be subject to discipline, ranging from mandatory, university or college approved counseling to expulsion. Mitigating or aggravating factors in assessing the proper level of discipline shall include, but not necessarily be limited to, the student' motive for engaging in the behavior; disciplinary history; effect of the behavior on safety and security of the university or college community; and the likelihood that the behavior will recur. A second infraction for a drug-related offense shall result in permanent expulsion from the component and from all other institutions in the Texas State University System. A student who has been suspended, dismissed, probated or expelled from any system component shall be ineligible to enroll at any other system component during the applicable period of discipline. <http://dos.txstate.edu/services/ADCS/links/drug-free-schools.html>

ROOM AND BOARD REFUNDS

Any student who withdraws officially from Texas State or who is granted permission to live off-campus may make a request to receive a refund on the unused portion of the room and board payment. Room and board charges will continue until the student has officially moved from university housing and has received written clearance from the director of Housing and Residential Life. Any refund due will be applied to any unpaid financial obligation with Texas State. If the refund exceeds any unpaid balance, a refund will be processed within 30 days to the permanent address on file in the Registrar's Office or deposited to the students' bank account if they have signed up for direct deposit.

UNIVERSITY HOUSING POLICY AND RATES

THE UNIVERSITY HOUSING REQUIREMENT

The Department of Housing and Residential Life (DHRL) at Texas State University is both an educational and a business enterprise of the University. The role of the DHRL is to support the academic mission of the University through the provision of on-campus housing. Therefore, in support of the educational mission of the University, and the value of the on-campus residential experience to students, new students under the age of 20 (by September 1st of that year for fall admission or January 1st of that year for spring admission) with fewer than 30 credit hours are required to live in on-campus university housing. All students who graduated from high school within the preceding 12 months of the semester of their admission are also required to live on campus. *(This policy applies ONLY to the fall /spring academic year; the university does not have a housing requirement during the summer sessions.)* Once signed, housing contracts are binding for the full academic term for which the student has signed a contract. Students residing in on-campus housing are required to purchase a meal plan, with the exception of Bobcat Village Apartments.

Housing Options

During the fall or spring terms, DHRL offers an array of living options. Each location offers a distinct community feel and unique atmosphere with a range of prices.

During the summer terms, DHRL offers very limited living arrangements, generally identifying one traditional residence hall and/or Bobcat Village Apartments.

Visit our website at <http://www.reslife.txstate.edu> for more information on housing facilities and the options for summer housing.

Vacation/Break Housing Schedule

Thanksgiving and Spring Break: while all residences will remain open for Thanksgiving and Spring Break, students planning to remain on campus must register online in order to remain in their space. There will be no additional charge for this period, however a \$50 late fee will be assessed if students do not sign up by the designated time.

Winter Break: while all residences will remain open for Thanksgiving and Spring Break, students planning to remain on campus must register online in order to remain in their space. There will be a small daily charge for this period, and a \$50 late fee will be assessed if students do not sign up by the designated time.

Housing Rates

Rates and available residences can be found online at www.reslife.txstate.edu. Rates provided are per student, per semester.

Housing Payments

For academic year contracts, the DHRL requires that all students submit a \$300 prepayment with their housing contracts. Housing charges are computed on a semester (or term) basis and may be paid in full at registration or in installments. Billing occurs through Student Business Services.

Summer contracts do not require a prepayment.

Housing Refunds

See page 9 for room and board refunds.

DINING POLICIES AND RATES

Meal plans are available for on campus residence hall (required as part of the room contract) or off campus students.

Fall 2018 Meal Plan Options and Rates (rates are per student and per semester and include tax)

150 Block Meals + 125 Dining Dollars - \$1,220 (Will appear as two charges on your student bill)
150 entries in any resident dining hall or at any on campus retail dining facility as a meal trade during the semester. Plus \$125 value of Dining Dollars to spend at any participating on campus dining facility.
200 Block Meals + 100 Dining Dollars - \$1,325 (Will appear as two charges on your student bill)
200 entries in any resident dining hall or at any on campus retail dining facility as a meal trade during the semester. Plus \$100 value of Dining Dollars to spend at any participating on campus dining facility.
250 Block Meals + 75 Dining Dollars - \$1,425 (Will appear as two charges on your student bill)
250 entries in any resident dining hall or at any on campus retail dining facility as a meal trade during the semester. Plus \$75 value of Dining Dollars to spend at any participating on campus dining facility.

Rollover Meals: How Do They Work?

<http://www.auxiliaryservices.txstate.edu/services/dining/rollovermeals.html>

Fall semester meal plans roll over into the Spring ONLY if one of the resident meal plans is also purchased in the Spring semester: 150/\$125, 200/\$100, or 250/\$75.

- **BUILD YOUR OWN COMMUTER PLANS DO NOT COUNT FOR ROLLOVER MEALS.**
- Dining dollars do not roll over and must be used in the semester they are purchased.
- Enrollment is required and verified following the 12th class day of the Spring semester.
- The rollover meals will be placed in the Rollover Meal Plan and activated the week following the 12th class day of the Spring semester.
- Rollover meals will be available for use once all Spring semester meals have been exhausted.
- Rollover meals will be deleted upon a withdrawal from the Spring semester.
- There are no refunds of rollover meals.
- All meal plan balances are forfeited at the end of the Spring semester.

- Login with your NetID and password at get.cbord.com/txstate to check your balances on any meal plan you have

NOTE: Unused portions of Dining Dollars do NOT carry over to another semester.

FALL MEAL PLANS ARE ONLY GOOD FOR THE FALL SEMESTER.

The final day to make changes to the Fall meal plan is Wednesday, September 12, 2018 at ID Services, LBJ Student Center 2-9.1 or via the [Meal Plan Add/Change/Drop Form](#). Any changes after this date must be made by special approval from Auxiliary Services.

Dining Refunds

Dining charges will continue until the student has officially moved out of the on-campus housing facility (if necessary) and notified ID Services to cancel the meal plan. Cancellation requests can be made at the ID Services office in LBJ Student Center 2-9.1 or via the [Meal Plan Add/Change/Drop Form](#). Dining refunds are based on the proration table or usage, whichever is less. Any refund due will be applied to any unpaid university financial obligation with Texas State. If the refund exceeds any unpaid balance, a refund check will be directly deposited into the appropriate account if a student is registered for the service, or mailed within approximately 30 days to the local address on file with the Registrar's Office. Questions regarding the method and timing of refunds should be addressed through Student Business Services at 245-2544.

Commuter Meals

Chartwells offers Build Your Own Commuter Plans with customized combinations of Meal Swipes and Dining Dollars (from 20 to 80 meals and from \$0 to \$500 Dining Dollars) to students residing off campus or those living in Bobcat Village where a residential meal plan is not a requirement. These plans are only valid during the semester they are purchased and NEVER rollover to the following semester. You can more about [dining on campus or purchasing a meal plan](#) or contact a manager at any on campus dining facility. These plans are not eligible for adding onto a student bill and are only available by direct pre-purchase from Chartwells Dining Service. For questions regarding Commuter Meal plans please contact Chartwells directly at 512- 245-9983.

Bobcat Buck\$

A prepaid declining balance plan managed by Texas State that students, faculty and staff may access on their BobcatCard and carries over from semester to semester and year to year. Bobcat Buck\$ are used for payment of services at participating merchants on or off campus, and at select campus vending machines. Deposit money to your Bobcat Buck\$ account securely on the Web either by guest deposit or by logging in with your NetID and password at get.cbord.com/txstate. You may also download the free Android or Apple App "GET Mobile" and be able to save your information within the app to conveniently and quickly add funds or check your balances. Bobcat Buck\$ function separately from a checking or savings account that may be linked through Wells Fargo, and are accepted only at participating locations. For a list of merchant locations please refer to the website at: <http://www.auxiliaryservices.txstate.edu/idservices/bobcatbucksmerchants.html>. Bobcat Buck\$ are ONLY refundable upon graduation, withdrawal or termination upon submittal of a written request to ID Services. A \$15 administrative fee is charged for all refund requests. Student Business Services does not issue a refund for amounts less than \$2.

Student's Financial Obligations:

Students are expected to meet financial obligations to the University when they are due. Tuition is due on the date given in the [Academic Calendar](#), and students are not entitled to attend classes unless the tuition bill has been paid in full or in accordance with an approved payment plan. Refer to Student Business Services website [Payment Options](#) for detailed information on payment options and requirements of payment plans.

Failure to pay the amount owed in the allotted time, or payments made with checks that are returned to Texas State unpaid by the bank may result in any or all of the following:

1. Dismissal from the University,
2. Withholding of future registration privileges,
3. Withholding of grades or an official transcript,
4. Withholding the conferring of a degree,
5. Bar against re-admission for the student,
6. Warrant hold with the State of Texas,
7. Referral of debt to a collection agency.

FEES, PAYMENTS AND DEADLINES**Tuition and Fee Information:**

The University reserves the right to change fees in keeping with the acts of the Texas Legislature and the Board of Regents, Texas State University System.

All fees are subject to change upon action of the Legislature and/or Board of Regents
 Check the Texas State Website at www.catsweb.txstate.edu for the most current information

Undergraduate Tuition and Fees - Fall 2018							
Residents of Texas				Non-Residents and Foreign			
Hours	Total	Tuition	Mandatory Fees	Hours	Total	Tuition	Mandatory Fees
1	801.56	277.82	523.74	1	1,216.56	692.82	523.74
2	1,139.12	555.64	583.48	2	1,969.12	1,385.64	583.48
3	1,476.68	833.46	643.22	3	2,721.68	2,078.46	643.22
4	1,814.24	1,111.28	702.96	4	3,474.24	2,771.28	702.96
5	2,151.80	1,389.10	762.70	5	4,226.80	3,464.10	762.70
6	2,489.36	1,666.92	822.44	6	4,979.36	4,156.92	822.44
7	2,826.92	1,944.74	882.18	7	5,731.92	4,849.74	882.18
8	3,164.48	2,222.56	941.92	8	6,484.48	5,542.56	941.92
9	3,502.04	2,500.38	1,001.66	9	7,237.04	6,235.38	1,001.66
10	3,829.60	2,778.20	1,051.40	10	7,979.60	6,928.20	1,051.40
11	4,157.16	3,056.02	1,101.14	11	8,722.16	7,621.02	1,101.14
12	4,484.72	3,333.84	1,150.88	12	9,464.72	8,313.84	1,150.88
13	4,812.28	3,611.66	1,200.62	13	10,207.28	9,006.66	1,200.62
14	5,139.84	3,889.48	1,250.36	14	10,949.84	9,699.48	1,250.36
15	5,467.40	4,167.30	1,300.10	15	11,692.40	10,392.30	1,300.10
16	5,794.96	4,445.12	1,349.84	16	12,434.96	11,085.12	1,349.84
17	6,122.52	4,722.94	1,399.58	17	13,177.52	11,777.94	1,399.58
18	6,450.08	5,000.76	1,449.32	18	13,920.08	12,470.76	1,449.32
19	6,777.64	5,278.58	1,499.06	19	14,662.64	13,163.58	1,499.06
20	7,105.20	5,556.40	1,548.80	20	15,405.20	13,856.40	1,548.80
21	7,432.76	5,834.22	1,598.54	21	16,147.76	14,549.22	1,598.54

An Electronic Course Fee of \$50 per hour is charged for internet courses

An Off Campus Fee of \$30 per hour is charged for courses not taught on campus or at RRHEC
 On campus fees (Bus, Medical Svcs, Rec Sports and Student Center fees) totaling \$342 are waived for students enrolled exclusively in off campus or internet courses

On campus fees (Bus, Rec Sports and Student Center fees) totaling \$289 are waived for students enrolled exclusively in RRHEC courses

A Course Repeat Fee of \$415 per hour is charged to Texas Residents for courses that they have attempted more than twice.

Lab fees are charged for courses with labs. Please see individual course listing for lab fees

Additional fees including late fees and installment fees may be charged.

For a complete listing of fees go to www.sbs.txstate.edu

All fees are subject to change upon action of the Legislature and/or Board of Regents

Check the Texas State Website at www.catsweb.txstate.edu for the most current information

Graduate Tuition and Fees - Fall 2018							
Residents of Texas				Non-Residents and Foreign			
Hours	Total	Tuition	Mandatory Fees	Hours	Total	Tuition	Mandatory Fees
1	746.56	327.82	418.74	1	1,161.56	742.82	418.74
2	1,134.12	655.64	478.48	2	1,964.12	1,485.64	478.48
3	1,521.68	983.46	538.22	3	2,766.68	2,228.46	538.22
4	1,909.24	1,311.28	597.96	4	3,569.24	2,971.28	597.96
5	2,296.80	1,639.10	657.70	5	4,371.80	3,714.10	657.70
6	2,684.36	1,966.92	717.44	6	5,174.36	4,456.92	717.44
7	3,071.92	2,294.74	777.18	7	5,976.92	5,199.74	777.18
8	3,459.48	2,622.56	836.92	8	6,779.48	5,942.56	836.92
9	3,847.04	2,950.38	896.66	9	7,582.04	6,685.38	896.66
10	4,224.60	3,278.20	946.40	10	8,374.60	7,428.20	946.40
11	4,602.16	3,606.02	996.14	11	9,167.16	8,171.02	996.14
12	4,979.72	3,933.84	1,045.88	12	9,959.72	8,913.84	1,045.88
13	5,357.28	4,261.66	1,095.62	13	10,752.28	9,656.66	1,095.62
14	5,734.84	4,589.48	1,145.36	14	11,544.84	10,399.48	1,145.36
15	6,112.40	4,917.30	1,195.10	15	12,337.40	11,142.30	1,195.10
16	6,489.96	5,245.12	1,244.84	16	13,129.96	11,885.12	1,244.84
17	6,867.52	5,572.94	1,294.58	17	13,922.52	12,627.94	1,294.58
18	7,245.08	5,900.76	1,344.32	18	14,715.08	13,370.76	1,344.32
19	7,622.64	6,228.58	1,394.06	19	15,507.64	14,113.58	1,394.06
20	8,000.20	6,556.40	1,443.80	20	16,300.20	14,856.40	1,443.80
21	8,377.76	6,884.22	1,493.54	21	17,092.76	15,599.22	1,493.54

An Electronic Course Fee of \$50 per hour is charged for internet courses

An Off Campus Fee of \$30 per hour is charged for courses not taught on campus or at RRHEC

On campus fees (Bus, Medical Svcs, Rec Sports and Student Center fees) totaling \$342 are waived for students enrolled exclusively in off campus or internet courses

On campus fees (Bus, Rec Sports and Student Center fees) totaling \$289 are waived for students enrolled exclusively in RRHEC courses

Lab fees are charged for courses with labs. Please see individual course listing for lab fees
Additional fees including late fees and installment fees may be charged.

For a complete listing of fees go to www.sbs.txstate.edu

Guaranteed Price Plan

Undergraduate Tuition and Fees - Fall 2018			
Residents of Texas			
Hours	Total	Tuition	Mandatory Fees
1	828.89	305.15	523.74
2	1,193.78	610.30	583.48
3	1,558.67	915.45	643.22
4	1,923.56	1,220.60	702.96
5	2,288.45	1,525.75	762.70
6	2,653.34	1,830.90	822.44
7	3,018.23	2,136.05	882.18
8	3,383.12	2,441.20	941.92
9	3,748.01	2,746.35	1,001.66
10	4,102.90	3,051.50	1,051.40
11	4,457.79	3,356.65	1,101.14
12	4,812.68	3,661.80	1,150.88
13	5,167.57	3,966.95	1,200.62
14	5,522.46	4,272.10	1,250.36
15	5,877.35	4,577.25	1,300.10
16	6,232.24	4,882.40	1,349.84
17	6,587.13	5,187.55	1,399.58
18	6,942.02	5,492.70	1,449.32
19	7,296.91	5,797.85	1,499.06
20	7,651.80	6,103.00	1,548.80
21	8,006.69	6,408.15	1,598.54

An Electronic Course Fee of \$50 per hour is charged for internet courses

An Off Campus Fee of \$30 per hour is charged for courses not taught on campus or at RRHEC
 On campus fees (Bus, Medical Svcs, Rec Sports and Student Center fees) totaling \$324 are waived for students enrolled exclusively in off campus or internet courses

On campus fees (Bus, Rec Sports and Student Center fees) totaling \$271 are waived for students enrolled exclusively in RRHEC courses

A Course Repeat Fee of \$415 per hour is charged to Texas Residents for courses that they have attempted more than twice.

Lab fees are charged for courses with labs. Please see individual course listing for lab fees
 Additional fees including late fees and installment fees may be charged.

A student entering the Guaranteed Price Plan (GPP) will pay a 12% premium on designated tuition (determined based on a total charge breakeven on 15 hours) per semester credit hour. Fees under the GPP will be charged at the same rates as they are for students on the Regular Plan in the semester in which the student entered the GPP. A student on the GPP will maintain those rates throughout the 4 years of the plan, even if the Board raises fees in the future. (In the event the board decreases fees, and adjustment must be made to comply with statute). A student may opt-in to the plan at the beginning of any semester and may leave the plan at any time but may not re-enroll.

For a complete listing of fees go to www.sbs.txstate.edu

For information about charges related to tuition, mandatory fees, and other fees that are assessed by Texas State, please [click here](#).

Payment of Fees:

Registration fees **must** be paid before classes begin. Refer to Student Business Services website [Payment Methods](#) for detailed information on payment methods accepted by the university.

Please note:

- A 2.75% convenience fee with a minimum \$3 per transaction fee is applied to credit/debit card payments (effective 9/2012). The convenience fee is not collected by the university and is therefore non-refundable.
- ☒ Mailed payments must be **RECEIVED**, not postmarked, **BY THE DUE DATE**. You must make allowances for any postal delays.

*You must have your Net ID and password to access your account.

Deadlines:

Refer to Student Business Services website [Important Dates](#) for detailed information on registration and payment deadlines, including payment plan and university loan program (Emergency Loan and Short Term Loan) due dates.

Advanced Registration

Payment Due Date

March 26, 2018 – July 31, 2018

6:00 p.m., August 23, 2018

Late Registration

Payment Due Date

***Late Registration Fee**

August 2, 2018- August 23, 2018

6:00 p.m., August 23, 2018

\$25

August 25, 2018– September 5, 2018

5:00 p.m., September 5, 2018

\$100

** September 6, 2018- September 12, 2018**

5:00 p.m., September 12, 2018

\$200

Requires Departmental Approval

**Non-Refundable*

Registration Payment Options

Refer to Student Business Services website [Payment Options](#) for detailed information on payment options and requirements of payment plans.

Refund Information

Refer to the [Refund Information](#) section of the Student Business Services website for detailed information of the university's refund policy.

*Withdrawal – dropping ALL of your classes. You MUST do this through the Office of the University Registrar. More information about the refund schedule and withdrawing can be found on our [website](#).

*Dropping a class - Removing one or more classes from your schedule, while remaining enrolled in at least one course. More information about dropping a course can be found on our [website](#).

Contracts and Exemptions

Student Business Services processes the Exemptions and Waivers for Texas State University. Texas State requirements are listed on each form and the deadlines are the twelfth class day of the fall/spring term and fourth class day of a regular summer term. Additionally, effective Fall 2014 students must be meeting APWE (Academic Progress) to continue to receive State of Texas Exemption and Waiver programs. Refer to Student Business Services [Tuition Waivers & Exemptions](#) page for detailed information on Exemption and Waivers accepted by Texas State as well as the Academic Progress eligibility requirements.

If a student is eligible for a tuition and fee adjustment(s) or if any other state, federal agency or approved third party is paying the student's tuition and fees, the student must submit the appropriate paperwork to the Tuition Adjustment Clerk (cashiers@txstate.edu) by the following date in order for the adjustment to be reflected on the **Registration E-Bill**.

Fall-June 30

For further information, call the Tuition Adjustment Clerk in the Student Business Services Office at (512) 245-2480 or (512) 245-5559.

Tuition and Fees

Information regarding tuition and fees may be obtained at <http://www.sbs.txstate.edu/>.

The University reserves the right to change fees in keeping with the acts of the Texas Legislature and the Board of Regents of The Texas State University System. The payment of all fees entitles the student to admission to classes; admission to auditorium and athletic attractions; subscription to The University Star; use of the Student Center and Recreational Sports Center, health services, and Sewell Park facilities; and group use of the Wimberley Camp. These fees also help provide funds for the Associated Students, band, choir, dramatics, debate and other student activities.

Tuition

Tuition for Excessive Undergraduate Hours

Texas Education Code §54.014 specifies that resident undergraduate students may be subject to a higher tuition rate for attempting excessive hours at any public institution of higher education while classified as a resident student for tuition purposes. Texas State students attempting hours in excess of their degree program requirements will be charged at the non-resident tuition rate for those hours, and those students are categorized as follows:

1. Students initially enrolled during or after the fall 2006 semester will be charged at the non-resident rate if, prior to the start of the semester or session, the student has previously attempted 30 or more hours over the minimum number of semester credit hours required for completion of the degree program in which the student is enrolled.
2. Students initially enrolled during the fall 1999 through summer 2006 semesters will be charged at the non-resident rate if, prior to the start of the semester or session, the student has previously attempted 45 or more hours over the minimum number of semester credit hours required for completion of the degree program in which the student is enrolled.

Attempted courses include those courses attempted at Texas State or any Texas public institution of higher education. The following types of credit hours will count toward the excessive hour limit if they are normally eligible for formula funding:

- ☒ Hours earned in courses in which a grade is earned on the transcript
- ☒ major courses;
- ☒ dual degree (excessive calculation assumes 30 hours);
- ☒ minor courses (for optional minors, excessive calculation assumes 18 hours. For minors above 18 hours, the academic advisor notifies Student Business Service (SBS) to override the excess hours calculation.)
- ☒ certificate courses
- ☒ teaching certification courses
- hours in distance and off-campus course
- ☒ bankruptcy hours;
- ☒ repeated courses; and
- ☒ courses dropped after the official census date.

The following types of credit hours are exempt and will not count toward the limit:

- hours earned by the undergraduate before receiving a bachelor's degree that has been previously awarded;
- ☒ hours earned through examination or similar method without registering for a course;
- hours from developmental courses or interventions, workforce education courses, or other courses that would not generate academic credit that could be applied to a degree at Texas State if the course work is within the 27-hour limit at two-year colleges and the 18-hour limit at general academic institutions;
- hours earned by the undergraduate at a private institution or an out-of-state institution;
- ☒ hours not eligible for formula funding;
- ☒ hours earned by the undergraduate before graduating from high school and used to satisfy high school graduation requirements; and
- hours earned by the undergraduate ten or more years before beginning a new degree program under Academic Fresh Start as described in Texas Education Code §51.931 and Texas Education Code §61.0595(c).

Students with excessive hours are encouraged to contact their academic advisor to review their degree plan and insure that it is complete, accurate and to verify the hours required for completion.

Exceptions due to economic hardship are permitted under defined institutional policy. A student with an economic hardship is defined as someone who, at the time of registration, is documented with the [Office of Financial Aid](#) as being eligible for a Federal Pell Grant, regardless of whether they actually receive the funding due to enrollment status, non-satisfactory academic progress, or other reasons. Students who become Pell eligible, during the semester in which they are charged the non-resident tuition, may submit eligibility documents to the Student Business Services office no later than the official last class day of the semester in which the exception is being requested.

Tuition Rebate Program

Under [Texas Education Code §54.0065](#), qualified students will receive up to a \$1,000 tuition rebate upon graduation from Texas State. You must apply for the tuition rebate no sooner than the first day of the semester in which you graduate and no later than 60 days after graduation. If you do not graduate because you did not meet the graduation requirements, you will need to complete another form for the next semester in which you are eligible. To earn the rebate, it is particularly important to follow the advice and counsel of the academic advisors.

Academic Qualifications:

To be eligible for the rebate program, student must:

- ☐ Complete the tuition rebate application form and submit it to your academic advisor within 60 days of your graduation date.
- ☐ The first enrollment in any institution of higher education must be in the fall 1997 semester or later.
- ☐ The student must have received his/her baccalaureate degree from a Texas public university.
- ☐ The student must be a resident of Texas and entitled to pay resident tuition at all times while pursuing the degree.
- If enrolled for the first time in fall 2005 or later, the student must graduate within four calendar years from the first semester enrolled for a four-year degree or within five calendar years for a five-year degree. Note that the four- or five-year time limit prescribed begins on the first day of the month for enrollment in the semesters described as follows: September for a fall semester, January for a spring semester, June for summer I, and August for summer II. For example, a student enrolling for the first time in fall 2006 for a four-year degree must complete that degree no later than September 1, 2010 to be eligible for the rebate.
- The student must attempt no more than three hours in excess of the minimum number of semester credit hours required to complete the degree under the catalog under which he/she graduates. Hours attempted include transfer credits, course credit earned exclusively by examination (except that, for the purposes of this Rebate Program, only the number of semester credit hours earned exclusively by examination in excess of nine semester credit hours is treated as hours attempted), courses that are dropped after the official census date (twelfth class day for fall and spring semesters, fourth class day for summer sessions, including mini-session), for-credit developmental courses, optional internship and cooperative education courses, and repeated courses. For students concurrently earning a baccalaureate degree and a Texas teaching certificate, required teacher education courses shall not be counted to the extent that they are over and above the free electives allowed in the baccalaureate degree program. Courses dropped for any reasons that are determined by the institution to be totally beyond the control of the student shall not be counted.

This tuition rebate program is designed to provide a financial incentive for students to complete their baccalaureate studies with as few extraneous courses as possible. Students must consult with their academic advisor to assure they meet all requirements to qualify for this program. Rebates will first be applied to outstanding obligations owed to Texas State prior to funds being issued to the student.

Appeals due to hardship are permitted under defined institutional policy. Effective for students who enroll for the first time in fall 2005 or later, an otherwise eligible student may be eligible for a rebate without satisfying the above requirements, if the student is awarded a baccalaureate degree and the college dean certifying the degree has determined, with the completion of a Tuition Rebate Hardship Justification form, that the student has demonstrated a hardship under any of the following conditions:

1. a severe illness or other debilitating condition that may affect the student's academic performance;
2. an indication that the student is responsible for the care of a sick, injured, or needy person and that the student's provision of care may affect his or her academic performance; or
3. performance of active duty military service.

Special Fees and Charges

Admission Application Fee	\$60.00
Admissions/Evaluation Fee for International Applicants	\$75.00
Athletic Training Fee (to sophomores who have earned competitive admission to the undergraduate athletic training education program)	\$100.00
Auditing Fee	same as if course were taken for credit
Certificate Fee (payable when applying for teacher certification) Texas Standard Certificate	\$77.00
Deficiency Plan Fees (for students seeking teacher certification) First Plan	\$75.00
Additional Plans (each)	\$25.00
Late Payment Fee (for installments not paid by due dates)	\$25.00
Electronic Course Fee (per semester credit hour)	\$50.00
Evaluation of Foreign Credentials (for domestic applicants)	\$35.00
Payment Plan Enrollment Fee (for handling & other processing)	\$30.00
Late Registration Fee Prior to first day of class	\$25.00
1st 4 class days - fall/spring	\$100.00
1st 2 class days - summer	\$100.00
5th through 12th class day - fall/spring	\$200.00
3rd-4th class days - summer	\$200.00
Off-Campus Course Fee (per semester credit hour)	\$30.00/semester credit hour
Orientation Fee (mandatory, non-refundable)	\$60.00
Physical Therapy Application Fee	\$50.00
Post-Baccalaureate Teaching Intern Application Fee	\$500.00
Returned Item Fee (for handling and other processing)	\$30.00
Transcript Fee (official copy)	\$5.00

Some fees are waived for students taking classes exclusively in Round Rock.

Campus Parking/Vehicle Registration Fee

Every student, faculty, and staff person who operates or parks a vehicle on campus must:

1. register the vehicle at Parking Services
2. purchase a permit
3. properly display the permit anytime the vehicle is parked on campus
4. become familiar with and abide by the traffic and parking rules. The rules are enforced at all times throughout the year. The purchase of a permit and registration of the vehicle does not guarantee a parking space.

Fees for vehicle registration will be published each year in the Schedule of Classes and in the official rules and regulations. You may register your vehicle on-line at www.parking.txstate.edu.

Additional information concerning the purchase and issuance of parking permits may be obtained by contacting Parking Services at 512.245.2887.

Course Repeat Fee

The Texas Legislature (TEC 54.014) eliminated funding to higher education for courses that are attempted three or more times. An attempted course is defined as any course in which a grade is earned on the transcript, including repeated courses and courses dropped with a grade of "W".

In order to compensate for this loss of state funding, students attempting a course for the third or more time may be charged a fee in addition to the tuition charged for the course. The fee is subject to change each year upon action of the

Texas Higher Education Coordinating Board. This fee will be assessed for courses attempted at Texas State as of the fall semester of 2002 or later. This assessment does not include courses attempted at other colleges or universities.

Certain courses are exempt from this fee because they are designed to be repeated for additional credit, such as thesis, dissertation, and independent study courses; various music, physical education, physical fitness and wellness, studio art, and theatre courses; developmental education courses; and topics courses.

Exceptions due to economic hardship are permitted under defined institutional policy. A student with an economic hardship is defined as someone who, at the time of registration, is documented with the Office of Financial Aid as being eligible for a Federal Pell Grant, regardless of whether they actually receive the funding due to enrollment status, non-satisfactory academic progress, or other reasons. Students who become Pell eligible, during the semester in which they are charged the non-resident tuition, may submit eligibility documents to the Student Business Services office no later than the official last class day of the semester in which the appeal is being requested.

A student shall be exempted from payment of higher tuition for any course repeated in the final semester in which the student is graduating, if the course(s) is taken for the purpose of receiving a grade that will satisfy a degree requirement. This exemption applies for only one semester. The exemption does not affect an institution's ability to charge a higher rate for courses that cannot be reported for funding for other reasons such as the excess credit hour limit, or an institution's ability to waive higher tuition rates for economic hardship. Students who are eligible for this exemption, during the semester in which they are charged the non-resident tuition, may submit eligibility documents from their academic advisor to the Student Business Services office no later than the official last class day of the semester in which the appeal is being requested.

International Student Health Insurance Fee

All nonimmigrant international students enrolling at Texas State are required to carry health insurance. The fee for the Texas State International Student Health Insurance Plan is automatically added to the fee bill at the time of registration. International students who wish to have this fee waived must present proof of comparable insurance (including major medical, evacuation and repatriation) to the Student Health Center for approval prior to each registration. Appointments are required for waivers and may be obtained by calling 512.245.2161.

International Student Operations Fee

All international students with an immigration status of "F1" or "J1" will be charged \$60.00 per semester for the maintenance of records, compliance with government regulations, and other services.

Laboratory Fees

The amount of lab fees varies on a per course basis. See the Schedule of Classes for current lab fees.

Testing Fees

Texas State students, enrolled in a distance education course, who wish to take a course exam through the Testing, Research-Support, and Evaluation Center (TREC) or the Correspondence, Extension, and Study Abroad Programs Office in San Marcos, or the Round Rock Campus Testing Center, will be charged \$20.00 per test. This fee applies only to students who wish to take a course exam through these offices rather than take the exam at the times offered as part of the distance education course.

Non-Texas State students, enrolled in a distance education course at another college or university, who wish to take a course exam at the Testing, Research-Support, and Evaluation Center or the Correspondence, Extension, and Study Abroad Programs Office in San Marcos, or the Round Rock Campus Testing Center, will be charged \$40.00 per test.

Room and Board Rates

Information regarding room and board rates for a specific semester may be obtained at www.reslife.txstate.edu. Room and board is billed on a semester basis and may be paid in full at registration or in installments. All residence halls will

be closed between semesters; however, Texas State may choose to keep some of the halls open during the break for an additional room charge.

Refund of Room and Board Fees

Any student who withdraws officially from Texas State may receive a refund on the unused portion of the room and board payment. Room and board charges will continue until the student has officially moved from university housing and has received written clearance from the director of Housing and Residential Life. Any refund due will be applied to any unpaid financial obligation with Texas State. If the refund exceeds any unpaid balance, a refund will be processed within 30 days to the permanent address on file in the Registrar's Office or deposited to the students' bank account if they have signed up for direct deposit.

Student's Financial Obligations

Students are expected to meet financial obligations to the University when they are due. Tuition is due on the date given in the [Academic Calendar](#), and students are not entitled to attend classes unless the tuition bill has been paid in full or in accordance with an approved payment plan. Refer to Student Business Services website [Payment Options](#) for detailed information on payment options and requirements of payment plans.

Failure to pay the amount owed in the allotted time, or payments made with checks that are returned to Texas State unpaid by the bank may result in any or all of the following:

1. Dismissal from the University,
2. Withholding of future registration privileges,
3. Withholding of grades or an official transcript,
4. Withholding the conferring of a degree,
5. Bar against re-admission for the student,
6. Warrant hold with the State of Texas,
7. Referral of debt to a collection agency.

Returned Checks/EFT (e-check)

If a check or EFT is returned unpaid for any reason other than the admitted error of the bank, the student must pay for the returned check with cash, cashier's check, money order or credit card (MasterCard, VISA, Discover, Diners Club or American Express) immediately. A \$30.00 service fee is assessed for each returned check. Until the check is paid, the student will be on "Cash Only" status. Cash Only status is a denial of check cashing privileges on campus.

Individuals who have three returned checks or EFT within a 12-month period, will be placed on Cash Only status.

Stopping payment on a check for fees or allowing the check to be returned unpaid by the bank for any reason does not constitute official withdrawal. Failure to follow procedures for withdrawing from Texas State may result in financial penalties and delays with future enrollment in the University.

Installment Policy

Tuition, fees, and room and board may be paid through the following alternatives:

1. Full payment is due prior to the beginning of the semester.
2. Students may enroll in a payment plan. You can view by going to: <http://www.sbs.txstate.edu/>.

Installment Payments

Students are responsible for making their installment payments by the due date. For questions about due dates and amounts due, contact the Student Business Services Office at 512.245.2544. Students can check their balance and make payments on the web at <http://www.sbs.txstate.edu/>.

Late Payment Fees

A delinquent charge of \$25 will be assessed the first day after the installment due date. Under Texas Education Code §54.007, a student who fails to make full payment of tuition and fees, including any incidental fees, by the due date may be prohibited from registering for classes until full payment is made. A student who fails to make full payment prior to the end of the semester or term may be denied credit for the work done that semester or term. See the Student Financial Obligation section for more details.

Refunds

Enrolling for courses at Texas State University constitutes a financial obligation to the University. It is the student's responsibility to withdraw from the University prior to the first official University class day for any semester or term to avoid financial obligation. [Withdrawal Information](#) is available on the Office of the University Registrar website.

Dropping courses or withdrawing from the University does not relieve a student of their financial obligation to the University for any unpaid charges (including financial aid adjustments) incurred for the related semester or term. The refund percentages are applicable to all tuition and fees except non-refundable fees including late fees and orientation fees. Refunds of parking fees must be requested at the [Parking Services](#) office.

An immediate refund **WILL NOT** be made at the time a student withdraws. All refunds will be applied to remaining unpaid obligations, including registration balances for future terms, before funds are returned to the student.

Refunds on payments made by credit card will be refunded back to the card. All other refunds will be processed as direct deposit (eRefund) or check. Refunds by check will be mailed to the student's address in the following priority (unless otherwise noted): (1) Mailing (2) Local (3) Permanent.

All refunds will be processed within 30 days.

Room and board refunds will be applied to any remaining financial obligation owed to Texas State. The additional charge for moving from one dorm to another or moving into a private room will be added to the balance due.

Refunds in the Event of Death. In the event a student dies and a refund of tuition, fees, room and board, deposits, or other monies is due the estate of the deceased student, the university will, as soon as practicable after the death of the student, pay all refunds to the estate of the deceased student.

Drops

IMPORTANT: Dropping credit hours or withdrawing from the semester may affect your financial aid award. Students receiving financial aid should contact the [Financial Aid Office](#) before dropping or withdrawing. If you have dropped hours or withdrawn from the University, the term balance may not reflect the necessary adjustments. **Please allow a minimum 10 business day waiting period for award adjustments to be processed.**

Dropping a course or courses means that there is at least one other course left in your registered schedule for a semester/term. Please refer to the [Academic Calendar](#) or Refund Schedule (see below) for semester/term specific deadlines for drop refunds.

There is no refund for courses dropped after the twelfth class day of the fall/spring term and fourth class day of a regular 5-week summer term*.

***Please note:** Summer semesters have several different terms within the semester. Please contact our office for specific drop dates for summer.

Withdrawals

Withdrawing means a student will no longer be attending any course for the semester/term. Students must withdraw from ALL courses to be considered as withdrawn for the semester. Withdrawals are initiated in the Office of the University Registrar. Please refer to the [Academic Calendar](#) or Refund Schedule (see below) for semester/term specific

deadlines for withdrawal refunds. [Withdrawal Information](#) is available on the Office of the University Registrar website.

***Please note:** Summer semesters have several different terms within the semester. Please contact our office for specific withdrawal dates for summer. Additionally, during the summer, please allow a minimum 10 business day waiting period for billing account adjustments to be processed.