BOARD OF REGENTS

The Texas State University System is governed by a nine-member Board of Regents appointed by the governor and confirmed by the Senate. Board terms are staggered so that three members of the Board are appointed every two years during the legislative session. A non-voting student regent is also appointed annually to the board for a one-year term.

William F. Scott – Chairman
Nederland

David Montagne – Vice Chairman
Beaumont

Charlie Amato
San Antonio

Duke Austin
Houston

Garry Crain
The Hills

Dr. Veronica Muzquiz Edwards
San Antonio

Don Flores
El Paso

Nicki Harle
Baird

Alan L. Tinsley
Madisonville

Katey McCall, Student Regent
San Marcos

Brian McCall, Chancellor
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SECTION 1: ABOUT TEXAS STATE UNIVERSITY

Educational Excellence

Texas State's 38,231 students choose from 98 bachelor’s, 91 master’s and 14 doctoral degree programs offered by the following colleges: Applied Arts, McCoy College of Business Administration, Education, Fine Arts and Communication, Health Professions, Liberal Arts, Science and Engineering, University College and The Graduate College. As an Emerging Research University, Texas State offers opportunities for discovery and innovation to faculty and students.

Our students come from around the globe, and our student body is diverse, closely reflecting the demographics of the State of Texas. See the Facts and Data page for more information on our student body.

Texas State is proud to be a tobacco-free campus.

Texas State University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate, master's, and doctoral degrees. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Texas State University.

Locations

Texas State's San Marcos campus is located in a growing community of 63,000 people in the Austin Metropolitan Area. Located in the Texas Hill Country, where blackland prairies roll into beautiful hills, Texas State enjoys a setting that is unique among Texas universities.

The Texas State Round Rock Campus is located north of Austin in Round Rock. Students there can take upper-level courses leading to bachelor’s degrees and complete master’s degree and certificate programs. Our vision for Round Rock is to continue to offer quality academic programs that meet the workforce needs of Texas, especially focusing on academic programs that appeal to working adults, and to serve as a hub of health professions research and education. Students who complete their degree requirements at the Round Rock Campus earn their degrees from Texas State University.

History

Authorized by the Texas Legislature in 1899, Southwest Texas State Normal School opened its doors in 1903. Over the years, the Legislature broadened the institution's scope and changed its name, in succession, to Southwest Texas State Normal College, Southwest Texas State Teachers College, Southwest Texas State College, Southwest Texas State University, and in 2003 to Texas State University. Each name reflects the university's growth from a small teacher preparation institution to a major, multipurpose university. Texas State's original mission was to prepare Texas public school teachers. It became renowned for carrying out this mission, but today it does far more.
SECTION 2: GENERAL CAMPUS INFORMATION

Family Educational Rights and Privacy Act (Buckley Amendment, 1974)

The Family Educational Rights and Privacy Act of 1974 (FERPA) affords students certain rights with respect to their education records. These rights include:

A. The right to inspect and review the student’s own education records (with certain limited exceptions) within 45 days of the day Texas State receives the student’s request for access. A student should submit to the Registrar, Academic Dean, Department Chair, or other appropriate official, a written request identifying the records he or she wishes to inspect. Texas State 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 university official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

B. The right to request the amendment of the student’s education records that the student believes are inaccurate or misleading. The student should submit his or her request in writing to the university official responsible for the record, clearly identify the part of the record he or she wants amended, and specify why it is inaccurate or misleading. If the university decides not to amend the records as requested by the student, the university will notify the student within a reasonable time of the decision and advise the student of his or her 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.

Another such exception permits Texas State to disclose a student’s “directory information” without consent. Texas State has designated the following information as directory information: (1) name; (2) date and place of birth; (3) fields of study, including major and minor; (4) enrollment status (actual hours enrolled, undergraduate, graduate, etc.); (5) degrees, certificates, and awards; (6) type of award received

C. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

One exception that permits disclosure without consent is disclosure to “school officials” with “legitimate educational interests.” A “school official” is a person employed by the university or the Texas State University System in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the university has contracted to provide a service to or on behalf of the university (such as an attorney, auditor, information processor, or collection agent); a person serving on the Board of Regents, Texas State University System; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a “legitimate educational interest” if the official needs to review or maintain an education record in order to fulfill his or her professional or contractual responsibility.

Another such exception permits Texas State to disclose a student’s “directory information” without consent. Texas State has designated the following information as directory information: (1) name;
(2) date and place of birth; (3) fields of study, including major and minor; (4) enrollment status (actual hours enrolled, undergraduate, graduate, etc.); (5) degrees, certificates, and awards; (6) type of award received (academic, technical, continuing education, etc.); (7) dates of attendance; (8) student classification; (9) name of the most recent previous educational agency or institution attended; (10) telephone number, including cell phone number; (11) current and permanent addresses, excluding e-mail addresses; (12) weight and height of athletes, (13) participation in officially recognized activities and sports; (14) names of prospective graduates; (15) names of parents; (16) photographs of students; and (17) any other records that could be treated as directory information under FERPA.

Upon request, the university also discloses education records without consent to officials of another school in which a student seeks or intends to enroll or where the student is already enrolled so long as the disclosure is for purposes related to the student’s enrollment or transfer.

D. The right to have the student’s directory information withheld. To do so, the student should complete and submit a Privacy Hold Form which is available on the Office of the University Registrar website. Texas State will apply the privacy hold request to the student’s records until the student notifies the Registrar’s Office otherwise.

E. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Texas State to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave., SW, Washington, DC 20202-4605.

F. Texas State may release the results of campus disciplinary proceedings concerning alleged perpetrators of violent crimes to the victims of those violent crimes.

**Students Right-to-Know and Campus Security Act**

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.

<table>
<thead>
<tr>
<th>Entering Cohort</th>
<th>First Fall Semester of Entering Freshman Cohorts</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2013</td>
</tr>
<tr>
<td>1-Year Retention</td>
<td>5,314</td>
</tr>
<tr>
<td>2-Year Retention</td>
<td>76.0%</td>
</tr>
<tr>
<td>3-Year Retention</td>
<td>66.2%</td>
</tr>
<tr>
<td>4-Year Graduation</td>
<td>60.0%</td>
</tr>
<tr>
<td>5-Year Graduation</td>
<td>29.4%</td>
</tr>
<tr>
<td>6-Year Graduation</td>
<td>48.7%</td>
</tr>
<tr>
<td></td>
<td>54.1%</td>
</tr>
</tbody>
</table>
Also the law requires institutions that receive student aid assistance to prepare and distribute an Annual Security Report (Campus Watch). The Campus Watch for Texas State University at San Marcos and Round Rock campuses includes descriptions of campus crime prevention programs, procedures for reporting crimes and information about the number and frequency of crimes reported to the University Police Department for the last three years. It also provides Texas State’s policies for campus security and law enforcement related to sexual offenses, liquor law violations, and controlled substance offenses. In addition to publishing crime statistics, the act requires the institution to provide timely warnings to the campus community of certain crimes reported to the University Police Department or local law enforcement which may be considered a threat to the campus community. The Campus Watch is available on the University Police Department website in the offices of Undergraduate Admissions, The Graduate College, Human Resources, and the University Police Department.

For a hard copy of the Campus Watch, contact the University Police Department, Nueces Building or to have a hard copy mailed free of charge call 512-245-2890.

**Diversity and Inclusion Policy Statement**

Texas State believes that freedom of thought, innovation and creativity are fundamental characteristics of a community of scholars. To promote such a learning environment, the university has a special responsibility to seek diversity, to promote inclusion, to instill a global perspective in its students, and to nurture sensitivity, dialogue and mutual respect. Discrimination against or harassment of individuals on the basis of race, color, national origin, religion, sex, sexual orientation, age, disability, veterans' status, gender identity or expression are inconsistent with the purposes of the university.
Calendars

The academic calendar details information for a specific semester and the overview calendar provides a view of entire year (January-December).

Final Exam Schedule

Finals examinations will be administered according to the published schedule. Individual students with conflicts or serious problems may take a final at an alternative time if they secure permission from their instructor. Faculty who wish to change the time of a final for an entire class may do so with permission from their chair and college dean. All non-standard times will follow the non-standard final exam schedule.

How to Register Using Bobcat Schedule Builder

Bobcat Schedule Builder is a great tool that assists in finding the classes you need in a way that fits your life. After you are done creating the perfect schedule you can ‘Send to Cart’ and register for the classes immediately (provided you have an active time ticket). You can find the new tool by signing into Texas State Self-Service and clicking the Student tab.

- You can use the Bobcat Schedule Builder on a computer or mobile device.
- You can block off times in your schedule for commitments such as work, athletic practice, or any other breaks. The Bobcat Schedule Builder will not search for classes during times you note as "breaks".
- The Bobcat Schedule Builder will generate multiple schedules so you can select the right class schedule.
- You can name and save your favorite schedule so you can access your saved schedule when registration opens.
- You can compare and choose from multiple, side-by-side schedules of courses that are available for immediate registration.

If you prefer not to use Bobcat Schedule Builder, you may also register using Texas State Self-Service.

Registration & Schedule Changes

Registration time tickets are issued based on classification and the number of overall hours earned. Overall earned hours calculation includes hours earned at Texas State including courses with grades of CR (i.e. CLEP, AP, departmental exams) and hours earned at other College or Universities. In-progress courses are not considered in determining your classification. Posted schedules can be found on the Office of the University Registrar’s website.

List of Course Abbreviations

To reference the list of course abbreviations at Texas State, please reference the University Catalog.
Verification of Enrollment

Students who require verification of their enrollment for the current semester may obtain instructions on the Office of the University Registrar’s website.

Students taking a correspondence course must obtain a verification of those classes from the Correspondence Studies office located in 302 ASB-North.

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.
SECTION 4: INTERNATIONAL STUDENTS

Health Insurance Requirement

All International students on non-immigrant F-1 and J-1 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 International Student and Scholar Services. This information is available on International Student and Scholar Services’ website.

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 International Student and Scholar Services at intlhealth@txstate.edu.

IMPORTANT: Students will receive notices about the health insurance requirement through their BobcatMail account. IMPORTANT: Students will receive notices about the health insurance requirement through their BobcatMail account.
SECTION 5: DEAN OF STUDENTS OFFICE

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 visit the Dean of Students Office.

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’s 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. For more information please visit the Dean of Students Office.
University Housing Requirements

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 the Department of Housing and Residential Life website for more information on housing facilities and the options for summer housing.

Vacation/Break Housing Schedule

Students who live in on-campus residence halls must register for break periods in order to remain in their assigned residence during break(s). See below for specific information for Thanksgiving and Spring Breaks, as well as for Winter Break. Although residence halls and apartments are made available for students to remain for the various break periods, there is only limited staff available and all dining facilities are closed during these periods. Bobcat Village Apartments are continuously open during break periods of the Academic Year; no registration is required and no additional charges are assessed.

- Thanksgiving and Spring Break: while all residence halls will remain open for Thanksgiving and Spring Break, students planning to remain in on-campus residence halls must register online in order to remain in their space. There will be no additional charge for this period, however a $25 late fee will be assessed if students do not sign up by the designated time.

- Winter Break: all residence halls officially close after December Commencement ceremonies end. Students planning to remain in on-campus residence halls 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 the [Department of Housing and Residential Life](https://www.texasstate.edu/housing) website. 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.

**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.
SECTION 7: AUXILIARY SERVICES

DINING POLICIES AND RATES

Meal plans are available for any student, faculty, or staff that is currently registered as a student, however; they are required for students residing on campus in any hall other than Bobcat Village.

**Fall 2019 - Spring 2020 Resident Dining Plans**

<table>
<thead>
<tr>
<th>Plan</th>
<th>Total Semester Cost</th>
<th>Dining Dollars</th>
<th>Meal Swipes</th>
<th>Guest Passes</th>
<th>Rollovers*</th>
<th>Meal Equivalency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bronze Option 1</td>
<td>$1,295</td>
<td>$300</td>
<td>120</td>
<td>2</td>
<td>Meals</td>
<td>1 Per Week</td>
</tr>
<tr>
<td>Bronze Option 2</td>
<td>$1,375</td>
<td>$400</td>
<td>120</td>
<td>2</td>
<td>Meals</td>
<td>1 Per Week</td>
</tr>
<tr>
<td>Bronze Option 3</td>
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<td>$500</td>
<td>120</td>
<td>2</td>
<td>Meals</td>
<td>1 Per Week</td>
</tr>
<tr>
<td>Silver Option 1</td>
<td>$1,495</td>
<td>$300</td>
<td>150</td>
<td>5</td>
<td>Meals</td>
<td>3 Per Week</td>
</tr>
<tr>
<td>Silver Option 2</td>
<td>$1,575</td>
<td>$400</td>
<td>150</td>
<td>5</td>
<td>Meals</td>
<td>3 Per Week</td>
</tr>
<tr>
<td>Silver Option 3</td>
<td>$1,655</td>
<td>$500</td>
<td>150</td>
<td>5</td>
<td>Meals</td>
<td>3 Per Week</td>
</tr>
<tr>
<td>Gold Option 1</td>
<td>$1,645</td>
<td>$300</td>
<td>210</td>
<td>7</td>
<td>Meals</td>
<td>1 Per Day</td>
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<tr>
<td>Gold Option 2</td>
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<td>$400</td>
<td>210</td>
<td>7</td>
<td>Meals</td>
<td>1 Per Day</td>
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<tr>
<td>Gold Option 3</td>
<td>$1,805</td>
<td>$500</td>
<td>210</td>
<td>7</td>
<td>Meals</td>
<td>1 Per Day</td>
</tr>
<tr>
<td>Maroon Option 1</td>
<td>$1,895</td>
<td>$300</td>
<td>Unlimited</td>
<td>10</td>
<td>Dining Dollars</td>
<td>2 Per Day</td>
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<tr>
<td>Maroon Option 2</td>
<td>$1,975</td>
<td>$400</td>
<td>Unlimited</td>
<td>10</td>
<td>Dining Dollars</td>
<td>2 Per Day</td>
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<tr>
<td>Maroon Option 3</td>
<td>$2,055</td>
<td>$500</td>
<td>Unlimited</td>
<td>10</td>
<td>Dining Dollars</td>
<td>2 Per Day</td>
</tr>
</tbody>
</table>

*Must purchase a resident meal plan in the spring to rollover (commuter plans not eligible)

Meal Swipes

Meal swipes are the building blocks for the meal plans. A student will swipe their BobcatCard when entering Commons or Harris and they are good to go! At Harris or Commons students can enjoy the all-you-care-to eat traditional dining hall atmosphere.
Dining Dollars

Dining Dollars are the dollars included with a Meal Plan and they function like a debit plan. Grab Starbucks, a meal at Chick Fil A, or some snacks at Paws-N-Go or Paws Market. These dollars go directly onto your BobcatCard and are only for use at on-campus dining locations. Dining Dollars do not rollover from Fall to Spring unless you purchase one of the Maroon meal plan choices.

Guest Meals

Guest Meals offer flexibility to treat friends or family to a meal at Harris or Commons. Each meal plan comes with a specific number of guest meals that are loaded directly onto your BobcatCard.

Meal Equivalencies

Meal equivalencies are an added bonus to the meal plans, which give you the maximum flexibility and variety in your campus dining experience. If you select a Silver, Gold, or Maroon plan, you can redeem meal equivalencies in lieu of a traditional dining hall meal. When you visit a retail location, such as Papa Johns, Chick Fil A, or Einstein’s Bagels, you can utilize a meal swipe to get $6.00 in value to spend towards a la carte menus item(s) of your choice. If your meal exceeds the $6.00 limit you may use cash, dining dollars, or Bobcat Buck$ to pay for the additional amount. Meal equivalencies are limited to the number of times you can use them per week or per day depending on the meal plan selected.

Bobcat Buck$

These funds are separate from meal plans and can be used at all dining locations on campus as well as other locations such as campus Coke vending machines, ID Services, Performing Arts Center, and off campus merchant locations such as Jimmy Johns, Taco Cabana, and Bobcat Quickie. These funds are not part of a meal plan, but can be purchased and added to your BobcatCard for flexibility and cashless convenience. Purchases for Bobcat Buck$ can be made online. Bobcat Buck$ never expire, however can be refunded (less a $15 administrative fee) when you graduate or leave the University.

Rollovers

If you purchase a Bronze, Silver, or Gold plan the meal swipes remaining at the end of the Fall semester will rollover as a supplemental meal plan for the Spring, but a resident meal plan must be purchased for the Spring semester to receive the rollovers. A build your own commuter plan is not a qualifying plan for rollovers.

If you purchase a Maroon level plan any leftover Dining Dollars will rollover as a supplemental plan for the Spring, but a resident meal plan must be purchased for the Spring semester to receive the rollovers. A build your own commuter plan is not a qualifying plan for rollovers.

Rollover meals or dining dollars will be activated the week after the 12th class day, when enrollment in the Spring semester is verified. These meals/funds will be available for use when the Spring meal plan is exhausted. Rollover meals or dining dollars are removed upon withdrawal from the University. There are no refunds of rollover meals or dining dollars, and all plan balances are forfeited at the end of the Spring semester.
**Who can Purchase a Meal Plan**

Anyone currently registered as a student for the semester (regardless of living arrangements) can purchase a **Meal Plan**. Texas State Dining.

If you live on campus, an On-Campus Meal Plan is required to fulfill your housing contract.

If you reside in Bobcat Village or off-campus or faculty or staff and are interested in smaller meal plan options there are build-your-own commuter plans available at https://www.dineoncampus.com/txstate/meal-plan-purchase.

**Where can I use my Meal Plan**

Meal swipes are for use at Commons and Harris. These locations are all-you-care-to-eat buffet-style facilities, which offer a variety of options. The Texas State Dining website has menu availability at each of these locations.

Dining Dollars and Meal Equivalencies are included in all meal plans and are for use at any campus dining location. Retail venues offer a range of choices, including nationally recognized franchises. For a full list of locations and menus visit the Texas State Dining website.

<table>
<thead>
<tr>
<th></th>
<th>Where Used?</th>
<th>Reloadable?</th>
<th>Will Expire?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bobcat Buck$</strong></td>
<td>ON and OFF Campus</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td><strong>Dining Dollars</strong></td>
<td>ON Campus Only</td>
<td>No</td>
<td>End of Semester*</td>
</tr>
<tr>
<td><strong>Meals</strong></td>
<td>ON Campus Only</td>
<td>No</td>
<td>End of Semester**</td>
</tr>
</tbody>
</table>

*Only Dining Dollars from the Maroon Meal Plans rollover from Fall to Spring, and only with the purchase of a Resident Dining plan in the Spring Semester. All rollovers end at the conclusion of the Spring semester.

**Meals from the Bronze, Silver, or Gold plans rollover from Fall to Spring, but a Resident Dining plan must be purchased for the Spring to qualify. All rollovers end at the conclusion of the Spring semester.

**Meal Plan Balances**

Students can manage their meal plan balances and transaction history by logging on with their Net ID and password on GETs. The free app, GET Mobile, also displays these balances on Android and iPhone devices.
**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. Withholding of future registration privileges,
2. Withholding of grades or an official transcript,
3. Withholding the conferring of a degree,
4. Warrant hold with the State of Texas,
5. Referral of debt to a collection agency.

**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.

<table>
<thead>
<tr>
<th>Advanced Registration</th>
<th>Payment Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 21, 2019 – November 29, 2019</td>
<td>January 16, 2020</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Late Registration</th>
<th>Payment Due Date</th>
<th>*Late Registration Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 18, 2020 – January 29, 2020</td>
<td>5:00 p.m., January 29, 2020</td>
<td>$100</td>
</tr>
<tr>
<td>* January 30- February 5, 2020</td>
<td>5:00 p.m., February 5, 2020</td>
<td>$200</td>
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*Requires Departmental Approval - Non-Refundable
Tuition and Fee
Undergraduate Students

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. For the most current information, check the CatsWeb.

<table>
<thead>
<tr>
<th></th>
<th>Residents of Texas</th>
<th>Non-Residents and Foreign</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Hours</td>
<td>Total</td>
</tr>
<tr>
<td></td>
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<td>812.31</td>
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<tr>
<td></td>
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<tr>
<td></td>
<td>3</td>
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<td></td>
<td>21</td>
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</tbody>
</table>

An Electronic Course Fee of $50 per hour is charged for internet and hybrid 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 Svs, Rec Sports and Student Center fees) totaling $342 are waived for students enrolled exclusively in off campus or internet courses.
On campus fees (Bus and Student Center fees) totaling $195 are waived for students enrolled exclusively in RRHEC.
A Course Repeat Fee of $422 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 the Student Business Services website.
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Guaranteed Price Plan

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. For the most current information, check CatsWeb.

<table>
<thead>
<tr>
<th>Hours</th>
<th>Total</th>
<th>Tuition</th>
<th>Mandatory Fees</th>
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</thead>
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<tr>
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<tr>
<td>12</td>
<td>4,955.72</td>
<td>3,792.84</td>
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<td>1,518.06</td>
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<td>21</td>
<td>8,257.01</td>
<td>6,637.47</td>
<td>1,619.54</td>
</tr>
</tbody>
</table>

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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 their first term and may leave the plan at any time but may not re-enroll.

For a complete listing of fees go to the Student Business Services website.

For information about charges related to tuition, mandatory fees, and other fees that are assessed by Texas State, go to the Student Business Services Website.

**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 2.85% 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.

**Registration Payment Options**

Refer to Student Business Services website Payment Options for detailed information on payment options and requirements of payment plans.

**Financial Aid and Tuition Adjustment Recipients**

- Approved tuition adjustments will apply to your account as they are received. Please Note: The Billing and Payment site does take 24 hours to update with this information.

- Students with a financial aid credit or tuition adjustment that covers 100% tuition, fees, and room and board do not need to take action; credits will automatically apply.

- If the financial aid or tuition adjustment is not sufficient to cover 100% of your charges, you must pay the total balance due or enroll in a payment plan to avoid cancellation of your classes.
Refund Information

Refer to the Refund Information section of the Student Business Services website for detailed information of the university’s refund policy. Withdrawing and dropping a class are two different actions and are defined below. These actions have separate refund policies.

Withdrawal: Dropping ALL of your classes. You MUST do this through the Office of the University Registrar.

Dropping a class: Removing one or more classes from your schedule, while remaining enrolled in at least one course.

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 (JCK 188 or cashiers@txstate.edu) by the following date in order for the adjustment to be reflected on the Registration E-Bill.

Spring-November 1st

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

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.
**Tuition Rebate Program**

Under [Texas Education Code §54.0065](https://www.chao.texas.gov/education_code/), qualified students will receive up to a $1,000 tuition rebate upon graduation from Texas State. Submit the [Tuition Rebate Application](https://www.studentbusinessservices.txstate.edu/financialaid/tuitionrebate) to your college academic advising center no later than 5:00 p.m. on the Monday immediately following your commencement. 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. More information about tuition rebates is available on the Student Business Services website.

Students must consult with their academic advisor to assure they meet all requirements to qualify for this program.

**Course Repeat Fee**

The Texas Legislature 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”. Refer to Student Business Services website [Repeated Courses](https://www.studentbusinessservices.txstate.edu/financialaid/repeatedcourses) for more detailed information as well as the appeals process if applicable.

**Tuition for Excessive Hours**

**Undergraduate Students**

[Texas Education Code §54.014](https://www.chao.texas.gov/education_code/54.014) specifies a maximum number of semester credit hours an undergraduate student may attempt while paying Texas resident tuition. Students who exceed the maximum hour limitations will be charged the non-resident tuition rate.

**Maximum Hour Limitations:**

- First term in Texas public institution prior to fall 1999 – Exempt
- First term in Texas public institution from fall 1999 to summer 2006 – 45 hours over degree program
- First term in Texas public institution from fall 2006 to the present date – 30 hours over degree program

**Doctoral Students**

In accordance with [Texas Education Code §54.012](https://www.chao.texas.gov/education_code/54.012), the university will incur a penalty once a doctoral student accumulates 100 or more doctoral semester credit hours. In response, the Texas State University System has a new tuition structure (excessive hours fee) in which a doctoral student will be charged tuition at a rate equivalent to non-resident tuition for all doctoral semester credit hours exceeding 99.

Refer to Student Business Services website [Excessive Hours](https://www.studentbusinessservices.txstate.edu/financialaid/excessivehours) for more detailed information as well as the appeals process if applicable.