

## FINANCIAL INFORMATION

### TUITION AND FEES AS OF SEPTEMBER 2015 FOR THE UPPER DIVISION BACHELOR OF SCIENCE PROGRAM

	Semester Payment
<b>Full-Time</b> (12.31 credits or more) General Fee	\$7,080
(Laboratory and Library Fees)	\$150
Graduation Fees	\$350

#### **Part-Time**

Students enrolled on a part-time basis (11 credits or less) will be charged \$575.00 per semester-credit, and a general fee of \$80.00 per semester.

A tuition deposit of **\$250.00** is required at the time of acceptance to assure the applicant a place in the College. It is **not refundable**.

#### **OTHER FEES**

**Application Fee** - The application fee is \$50.

**Identification Card** - I.D. cards are issued free of charge upon registration. Lost cards will be replaced for a fee of \$10.

**Student Activity Fee** - A fee of \$30 is charged each semester.

**Make-up Test Fee** - The fee for taking announced tests, quizzes and unit examinations on a deferred basis because of unavoidable absence is \$25. The fee for a make-up final examination is \$50 and a make-up Nursing Arts Lab is \$25. Late examinations require specific authorization from the course instructor.

**Late Payment Fee** - An additional fee of \$150 is charged for tuition and fees that have not been paid by the first day of the semester.

**Transcript Fee** - Each graduate of the College is given one copy of his/ her transcript marked STUDENT COPY at no cost. Official transcripts will be sent directly to agencies only at the written request of a graduate for a fee of \$10 (Cash, money order, or certified check).

Those who request immediate processing of a transcript are charged \$20.

**Graduation Fee** - The graduation fee of \$350 includes the cost of the degree, cap and gown, class picture, and announcements (this fee, based upon current costs, is subject to change). The graduation fee is required whether or not the student attends graduation. Fifty per cent will be refunded if a student does not graduate and has been dismissed from the College. A student who will graduate with the next class will not be charged again.

## OTHER EXPENSES

**Housing, Food, Transportation, and Personal Expenses** - The College does not have housing facilities. Housing, food, transportation, and personal expenses are estimated to be approximately \$18,000 per year for a self-supporting student in the New York City area.

**Textbooks** - Books may be purchased at bookstores such as Barnes and Noble (New York City) and online through the College website. The cost of required textbooks for the entire program is approximately \$1,500.

**Uniforms** - Uniforms will be in compliance with clinical partner requirements.

**Health Insurance** - Students are strongly urged to maintain health and hospitalization insurance while enrolled in the College.

**Parking Fee** - A daily reduced-rate parking fee is charged for the use of the parking garage on 119<sup>th</sup> Street between Madison and Fifth Avenues. Car pools are strongly encouraged.

## PAYMENT OF TUITION AND FEES

**Money orders, certified checks, and Visa or MasterCard will be accepted.** Personal checks or cash will not be accepted. Make money orders or certified checks payable to: Helene Fuld College of Nursing and mail to BURSAR. Visa or MasterCard payments must be made in person.

**Semester payments are due on or before the end of the first week of every semester.** Students who submit official notice of grants, awards, and loans will be credited.

**Late Payment Fee** - An initial fee of \$150.00 is charged for tuition and fees that have not been paid by the first day of the semester. An additional late fee of 1% of outstanding tuition and fees (excluding the late fees) is added for every three (3) weeks that an account remains past due thereafter. These fees are non-refundable. Furthermore, unpaid accounts may be referred to a collection agency.

The College reserves the right to withhold grades, transcripts, diplomas and other services (including registration) from students who have not met their financial obligations. In the event that an account is referred to a collection agency, the student will be responsible for payment of the unpaid balance as well as any costs associated with the collection of the delinquent account. All collection cases will be handled in accordance with state and federal laws.

**Payment Plans** - The College offers a Tuition Installment Plan that allows students to make payments throughout each semester. In order to begin a payment plan, please visit the Bursar no later than the first day of the semester. A \$150.00 fee is required to enroll in the installment plan. The first installment amount plus the \$150.00 is due at the time the student signs the installment plan agreement.

All balances must be paid in order to register for the following semester and receive transcripts and a diploma.

If late, the student must pay the installment amount plus a late penalty of \$25.00 within five (5) business days of the due date. The student will be dropped from the installment plan after the 2<sup>nd</sup> late payment. Once the student has been dropped from the payment plan, they will incur the fees described in the Late Payment Fee policy.

Defaulting on an installment plan may disqualify the student from participating in any future payment arrangements.

## **REFUNDS**

Students who withdraw from courses may be entitled to a refund. The official date of withdrawal determines the amount.

Non-attendance or non-payment of tuition does not constitute an official withdrawal. Notification to an instructor is also not sufficient. Students must notify the Director of Student Services in writing of their intention to withdraw from a course. An official withdrawal form must be filed with the Director of Student Services. Failure to officially withdraw will result in the student receiving an "F" grade for the course.

## **TITLE IV REFUND POLICY**

The College will calculate how much Title IV aid has been earned by the student based upon the period of attendance up through the 60% point in each payment period. The College and the student must return the unearned portion of the Title IV funds to the Department of Education.

If a student leaves during the refund period and has received any Title IV funds (Pell Grant, FSEOG, and/or Federal Direct Loans (Subsidized and Unsubsidized Loans), the refund will be applied to repaying the Federal Direct Loan/PLUS Loan, the Federal Pell Grant Program, FSEOG, and the TAP program. The student will receive the balance of the refund, if any is left.

A student must repay the required amount during the semester in which they withdraw. Students failing to repay the required amount will have a hold placed on their records and will not be eligible to re-enroll.

For further information regarding tuition refund policies, contact the Financial Aid Counselor.

### **Federal Refund Standards**

Refunds are computed for all students based on Federal (Title IV) Financial Aid regulations. Funds are returned according to the following schedule:

100%	on or before the first day of classes. *
90%	between the first day of classes and the end of the first week of classes. *
50%	between the second week and the end of the third week of classes. *
25%	between the fourth week and the end of the fifth week of classes. *

\* Minus a \$100 administrative fee