

## FINANCIAL INFORMATION

### TUITION AND FEES

The following tuition and fees are required for Alabama residents and some out-of-state residents and are subject to change by the College with the Alabama State Board of Education approval.

Students who live in Florida and who are residents of Escambia, Okaloosa, Santa Rosa, or Walton Counties, may be eligible for in-state tuition. Residents of other out-of-state counties, under certain circumstances, may also be eligible for in-state tuition. Contact the Coordinator of Admissions and Records concerning residency status.

Students who have graduated from an Alabama high school or have obtained a GED in the state of Alabama within two years of the date of application for admission qualify for in-state tuition.

#### In-State Tuition and Fees

<b>Cr. Hrs.</b>	<b>Tuition</b>	<b>Technology Fee</b>	<b>Facility Renewal Fee</b>	<b>Student Insurance</b>	<b>Total Amount</b>
1	\$ 72.00	\$ 9.00	\$ 9.00	\$ 4.00	\$ 94.00
2	144.00	18.00	18.00	4.00	184.00
3	216.00	27.00	27.00	4.00	274.00
4	288.00	36.00	36.00	4.00	364.00
5	360.00	45.00	45.00	4.00	454.00
6	432.00	54.00	54.00	4.00	544.00
7	504.00	63.00	63.00	4.00	634.00
8	576.00	72.00	72.00	4.00	724.00
9	648.00	81.00	81.00	4.00	814.00
10	720.00	90.00	90.00	4.00	904.00
11	792.00	99.00	99.00	4.00	994.00
12	864.00	108.00	108.00	4.00	1,084.00
13	936.00	117.00	117.00	4.00	1,174.00
14	1,008.00	126.00	126.00	4.00	1,264.00
15	1,080.00	135.00	135.00	4.00	1,354.00
16	1,152.00	144.00	144.00	4.00	1,444.00
17	1,224.00	153.00	153.00	4.00	1,534.00
18	1,296.00	162.00	162.00	4.00	1,624.00
19	1,368.00	171.00	171.00	4.00	1,714.00
20	\$ 1,440.00	\$ 180.00	\$ 180.00	\$ 4.00	\$ 1,804.00

The following tuition and fees are required for non-Alabama residents and are subject to change by the Alabama State Board of Education.

#### Out-of-State Tuition and Fees

<b>Cr. Hrs.</b>	<b>Tuition</b>	<b>Technology Fee</b>	<b>Facility Renewal Fee</b>	<b>Student Insurance</b>	<b>Total Amount</b>
1	\$ 143.00	\$ 9.00	\$ 9.00	\$ 4.00	\$ 165.00
2	286.00	18.00	18.00	4.00	326.00
3	429.00	27.00	27.00	4.00	487.00
4	572.00	36.00	36.00	4.00	648.00
5	715.00	45.00	45.00	4.00	809.00
6	858.00	54.00	54.00	4.00	970.00
7	1,001.00	63.00	63.00	4.00	1,131.00
8	1,144.00	72.00	72.00	4.00	1,292.00
9	1,287.00	81.00	81.00	4.00	1,453.00
10	1,430.00	90.00	90.00	4.00	1,614.00
11	1,573.00	99.00	99.00	4.00	1,775.00
12	1,716.00	108.00	108.00	4.00	1,936.00
13	1,859.00	117.00	117.00	4.00	2,097.00
14	2,002.00	126.00	126.00	4.00	2,258.00
15	2,145.00	135.00	135.00	4.00	2,419.00
16	2,288.00	144.00	144.00	4.00	2,580.00
17	2,431.00	153.00	153.00	4.00	2,741.00
18	2,574.00	162.00	162.00	4.00	2,902.00
19	2,717.00	171.00	171.00	4.00	3,063.00
20	\$ 2,860.00	\$ 180.00	\$ 180.00	\$ 4.00	\$ 3,224.00

#### Distance Education Tuition

Distance Education courses include courses delivered via the Internet, cable television, etc. and that cross service area lines. Tuition is \$90 per credit hour for in-state and \$180 per credit hour for out-of-state.

#### Tuition for Students Who Are Not U. S. Citizens

Each full- or part-time student who is not a citizen of the United States shall pay the general fee or tuition at twice the rate for an Alabama resident who is a citizen of the United States.

## 48 FINANCIAL INFORMATION

### **Graduation Fees**

The College requires a \$40 graduation fee for a first degree and an additional \$20 fee for a second degree.

### **Administrative Fee for Complete Withdrawal**

An administrative fee not to exceed five percent of tuition and other institutional charges or \$100, whichever is smaller, shall be assessed for each complete withdrawal within the period beginning the first day of classes and ending at the end of the third week of classes.

### **Miscellaneous Fees**

Returned Check Fee: \$30  
Late Registration Fee: \$25

### **Other Fees**

Other fees may be assigned by the College such as library fines and traffic fines.

### **Payment of Tuition/Fees**

By law, the College cannot extend credit for the State of Alabama. Therefore, all tuition and fee payments are due in full prior to the first day of classes. Housing payments are due when the student moves into student housing. Payments for books are due at the time of purchase. Any other payments are due when the service is provided.

Students who owe the College money (e.g. fines, NSF checks) can be withdrawn from classes and prevented from registering for classes. In addition, transcripts can be held and outstanding charges can be collected from any refunds due the student.

Students will be notified by the Business Office when a check for tuition, etc. is returned for insufficient funds. The student will have 72 hours to satisfy that obligation. If the obligation is not satisfied in that time, the student's enrollment may be voided.

## REFUNDS

### **Partial Withdrawal**

Students who do not completely withdraw from the college but drop a class during the regular drop/add period will be refunded the difference in the tuition paid and the tuition rate applicable to the reduced number of hours, including fees appropriate to the classes dropped. The drop/add period for mini-term day classes is the first two class days. The drop/add period for mini-term night classes and weekend classes is the first class meeting date. There is no refund due to a student who partially withdraws after the official drop/add period.

### **Complete Withdrawal**

Students who officially withdraw before the first day of class from all classes for which they registered will be refunded the total tuition and other refundable fees. Students who officially withdraw completely after classes begin but prior to the end of the third week of classes will be refunded according to the official withdrawal date, as follows:

Withdrawal during first week:	75% of tuition and fees
Withdrawal during second week:	50% of tuition and fees
Withdrawal during third week:	25% of tuition and fees
Withdrawal after third week:	No refund

### **Mini-Term Classes**

For mini-term day classes, two class days are considered equivalent to one week. For mini-term night classes, one class meeting is considered equivalent to one week.

### **Weekend Classes**

Withdrawal first class meeting date:	75% of tuition and fees
Withdrawal second class meeting date:	25% of tuition and fees

## 50 FINANCIAL INFORMATION

Students who add credit hours during the drop/add period will be charged additional tuition and fees at the applicable rate. The refund policy is applicable to tuition, the technology fee, the facility renewal fee, and the bond surety fee. An administrative fee not to exceed 5% (five percent) of tuition and other institutional charges or \$100.00, whichever is smaller, shall be assessed for each withdrawal within the period beginning on the first day of class and ending at the end of the third week of class. Refund periods and percentages for first-time Pell Grant recipients vary from the established refund policy stated. Details may be obtained from the Financial Aid Office.

### **Refund for Alabama National Guard and Reservists Called to Active Duty**

Students who are active members of the Alabama National Guard or reservists or who are active duty military who are called to active duty in the time of national crisis shall receive a full tuition refund at the time of withdrawal, if such student is unable to complete the term due to active duty orders or assignment to another location.

### **Third Party Scholarship Agreement**

If a third party agency (state, federal, or private) is funding a scholarship to pay for tuition and fees, that agency must make payment to the college by the end of the registration period or by a thirty (30) calendar day extension. If not, the student must make payment immediately or be administratively removed from registered classes.

## **BOOKS AND SUPPLIES**

A College managed bookstore is located on the Atmore and Brewton Campuses with hours of operation posted at each location. Textbooks and most supplies needed for classes are sold in the stores. Students receiving financial aid assistance may be allowed to charge their books and supplies beginning the first day of classes each semester. Textbooks that are returnable may be purchased for fifty percent (50%) of the purchase price from students during posted dates at the end of each semester. The College reserves

the right to determine if books are in condition suitable for resale. Books returned in unsuitable condition for resale will not be refunded.

A student who withdraws and who has purchased returnable books from the College Store and returns the items in new condition by the end of the third week of the semester will be refunded the full purchase price. Books returned in used condition by the end of the third week of the semester will be refunded fifty percent (50%) of the purchase price.

### **Non-Returnable Items**

The following items are non-returnable for refund:

- Backpacks and book bags
- Clothes
- Computer book with diskettes
- Discontinued textbooks
- Diskettes
- Greeting cards
- Lab kits
- Lab manuals
- Lab syllabi
- Mugs, cups, and koozies
- Nursing course packets
- Nursing supplies
- Nursing textbooks
- Paper products (loose leaf paper, composition books, folders)
- Pencils
- Pens
- Photography supplies
- Special order tools and supplies
- Welding tools and supplies
- Workbooks