



Undergraduate Schedule of Charges 2016-2017

Description of Charge or Fee	Full-Time Students (12-18 credit hours)		Part-Time Students (1-11 credit hours)
	Per Year	Per Semester	Per Semester or Term*
Fees included in Tuition line on bill:			
Tuition	\$26,496	\$13,248	\$1,104/credit
Technology	\$ 492	\$ 246	\$20.50/credit
Student Activity	\$ 450	\$ 225	\$18.75/credit
Administrative Fee	\$ 200	\$ 100	\$ 100 ⁴
Course Fees (see Catalogue for listing)	Course-dependent	Course-dependent	Course-dependent
Credit hours in excess of 18		\$1,104/credit	
Residential Life ¹ :			
Campus Housing	\$ 4,800 - 5,200	\$ 2,400 - 2,600	\$ 2,400 - 2,600 per semester
January/May Term Housing			\$50/week
Meal Plans ² :			
Board	\$ 4,924	\$ 2,462	
January/May Term Board ³			\$150/week
January/May Term Tuition*			\$390/credit
Summer Courses			\$390/credit
Online courses offered through consortium (May/Summer Terms)			\$800/course (subject to change by consortium)
Deposits:			
Registration (refundable upon graduation)	\$150		\$150
BethBridge Program (enrollment by invitation)	\$1,600		
Program for Academic & Social Success-PASS (Student must qualify for admittance)	\$1,000 – 5,000	\$500 – 2,500	

Most Common Miscellaneous Fees & Fines (Not all-inclusive, Please see online Catalogue and Policy Manual for complete fee listings.)

Orientation Fee (charged first year only)	\$ 125	
Vehicle Registration Fee	\$ 150	annually (non-refundable after the start of the academic year)
Health Insurance ⁵ (domestic)	\$ 1,180	per academic year
Laundry Fee	\$ 60	per semester
Continuous Enrollment Fee ⁶	\$ 125	per semester
Transcripts (official and student issued)	\$ 10	per transcript
Early Arrival (non-required)	\$ 50	per day
Early Withdrawal (for required early arrivals)	\$ 50	per day prior to first day of classes
Returned Check Fee	\$ 30	per occurrence
Parking and Library Fines	Varies by infraction (see Policy Manual, Vol.VII, Student Life Policies)	
Placement Fees (student teaching/social work)	\$ 100	per placement (in addition to regular tuition)
HES Payment Plan Application Fee	\$ 35	per semester (payable to HES)
Single Room Fee (double room as a single)	\$ 500	per semester
Late Registration Fee (non-semester terms)	\$ 50	see academic calendar in Catalogue for deadlines
Late Registration Fee (non J-term)	\$ 150	see academic calendar in Catalogue for deadlines

***January Term** is required of all first-year students at flat fee of \$1,170 charged Fall semester and is **non-refundable**. Due to its concentrated nature, there is no add/drop period nor a prorated withdrawal period following the start of classes. Financial aid packaging will automatically include appropriate January Term fees for first-year students only. All other students must request such packaging in advance of annual packaging if they intend to participate in January Term. Freshmen not attending January Term will be required to attend May Term at the additional standard May Term costs.

Billing/Payment Dates

Term	Billing Date	Due Date	Notes
Fall Semester 2016	July 5, 2016	August 8, 2016	\$250 Late Payment Fee. <i>Registration is not complete until payment or payment arrangements have been made.</i>
Spring Semester 2017	December 5, 2016	January 6, 2017	

Refund Policies

- Withdrawal or cancellation **must** be in writing to the Office of Student Life. A withdrawal form with all necessary signatures must be obtained.
- Tuition, Room and Board will be refunded: 100% if officially withdrawn or cancelled prior to the first day of classes; 90% in the first week of the term; and no refund thereafter. For terms less than the standard 15 weeks but at least 6 weeks, these refund periods will be adjusted proportionally. For terms less than 6 weeks, no refunds are applicable after the first day of class.
- **Discipline** – In case of dismissal for breach of college disciplinary rules, no refund will be given.
- **Deposits** – Refundable deposits will first be applied against any outstanding balance. If the outstanding balance exceeds the refundable deposits, the student will not be entitled to the refund of such deposits.
- **Appeals** – Appeals to the refund policy due to unusual circumstances should be in writing to the Vice President for Finance, and must include documentation and proof of the unusual circumstances.
- **Title IV Financial Aid Recipients** – Consult with Financial Aid to determine the financial impact of planned withdrawals and/or changes in course of study. Students withdrawing before completion of 60% of the term will result in return of funds in the following order until the total amount of the college's responsibility has been satisfied: Unsubsidized Federal Direct Stafford Loans; Subsidized Federal Direct Stafford Loans; Perkins Loans; Federal PLUS Loans; Federal Direct PLUS Loans; Federal Pell Grants; FSEOG; and other Title IV assistance.

Other Financial-Related Policies

- **Comprehensive Examinations** – Financial obligations must be resolved at least one week prior to the first day of the written section of the Examination. Examination dates are listed in the College calendar in the **Catalogue**.
- **Work Study** – Students may be awarded work study funds as part of their Financial Aid package. Students awarded such aid will receive it based on hours worked. Students may have their earning set up for Direct Deposit into their personal banking account or receive a paper check. Work study funds will not be applied directly to the students tuition account. If a student wishes to use their earnings to pay toward their tuition account they may sign their paper pay check over to the Payment Window or make a payment via personal check or debit card.
- **Fees Specific to Off Campus Study** – Off-campus study programs (for which Bethany College credits will be earned) often require a surcharge over and above the standard tuition to cover additional expenses associated with administration and delivery of such programs. Individual program participation agreements will be required for these programs to ensure that costs to participate are fully disclosed and agreed upon in advance.
- **Unpaid Accounts** – Any fees, fines, or miscellaneous payments not received by due dates may result in the student being administratively withdrawn from the College. Future registrations will not be allowed, nor will grades, diplomas, certificates, or transcripts be provided until such balance is paid. Re-instatement to the College will require payment of all amounts due, in addition to compliance with the usual re-admission procedures. The student is responsible for all collection agency fees, attorney fees, court costs, and any other costs necessary for the collection of past due accounts. Students whose accounts are assigned to collection may have their credit adversely affected, and may have difficulty in obtaining credit in the future.
- **Payment Plans** – Bethany College offers an interest free, semester based payment plan through Higher Education Services (HES). This payment plan allows families to pay semester charges over the course of the semester. The Fall semester plan runs July-November and the Spring semester plan runs December through April. Payments are due on the 15th of each month. To avoid late fees, the first HES payment must be made by the due date for the semester. (See Billing/Payment Dates Above)

¹ Reference the Bethany College Policy Manual, Vol. VII Student Life Policy for residential policy.

Price for rooms as follows:

- Campbell Village Cochran Hall: \$2,600 per semester
- Goodnight/Woolery/Harlan/Philips: \$2,400 per semester
- Fraternity/Sorority Houses (except Sigma Nu): \$2,400 per semester
- Sigma Nu: \$2,700 per semester

² Special meal plans to accommodate documented medical conditions are subject to an additional charge to cover costs.

³ Students living on campus while preparing for or taking senior comprehensive exams and/or projects will be charged for part-time tuition, as well as fees, housing, and board as applicable.

⁴ Administrative fee will be \$100 per semester for undergraduate students registered part time during the fall and spring semesters. Administrative Fee will be \$25 for undergraduate students registered part time for classes offered in the summer term.

⁵ Students are required to have health insurance coverage and will be automatically enrolled in the student health insurance plan through the College. The premium cost is included on the fall semester bill. The premium can only be refunded if the insurance coverage is waived on-line by the waiver deadline. No adjustments can be made to the premium charge after the waiver deadline date.

⁶ Continuous enrollment is defined as enrollment from the semester of admission until the completion of all graduation requirements. Students are required to be continuously enrolled in order to graduate from Bethany College. As such, students will be charged a Continuous Enrollment fee of \$125 per semester for each semester in which they are not registered for classes at Bethany College (or through one of its approved study abroad or off-campus programs) until they graduate. This fee will be charged for students who are finishing incomplete courses, those who must sit for comprehensive examinations but have completed their coursework, and for those who are completing senior projects, even if they are not physically present at Bethany College. Likewise, students who are taking classes elsewhere to transfer credit to Bethany College (within the Academic Residence Requirement) to complete their graduation requirements will be charged this fee.