

### **TUITION AND FEE PAYMENT**

**(Hearnes Hall Room 210)**

Students who have pre-registered for the Summer 2008 term are required to view their student account balance on LioNet upon enrollment. Full payment of the total account balance will be due on or before May 22, 2008 at 5:00 p.m. Failure to remit the balance required by 5:00 p.m. May 22, 2008 will result in an immediate class drop.

**Financial Aid recipients must have all required documentation on file in the Financial Aid Department by April 1, to be considered for payment deferment based on pending financial aid.**

If documentation is received after this date you must contact the Business Office to arrange payment of tuition and fees. FAFSA Confirmation page/card will no longer be accepted to flag fees.

***Students who have not pre-registered will be required to pay their account balance in full at the time of registration. Class schedules may be canceled if payment is not received prior to 5:00 p.m., June 12, 2008.***

### **TUITION AND FEE REFUND POLICY**

**PRIOR TO END OF FIRST WEEK OF CLASSES**

**(100%): JUNE 12, 2008.**

**SECOND AND THIRD WEEKS**

**(60%): JUNE 26, 2008.**

**(student is responsible for 40% of tuition and fees)**

**The 60% refund is not applicable for special course or records fees.**

**AFTER THIRD WEEK**

**(NONE): BEGINNING JUNE 30, 2008.**

**(student is responsible for 100% of tuition and fees)**

Money paid by financial aid sources will be fully reimbursed before monies are refunded to the student.

**NOTE: The Refund Policy Does Not Apply To Students With Federal Financial Aid. See Federal Financial Aid Box.**

### **REPAYMENT NOTICE for FEDERAL FINANCIAL AID**

- Students who withdraw **on or before July 7, 2008** will be subject to repayment of part or all of their aid, as determined by Federal Regulations.
- Students will be notified in writing of any amount due. A hold will be placed on the student's account until repayment is made in full.
- Students must make repayment of their portion of financial aid within 45 days. Failure to make repayment within 45 days will result in:
  1. Referral to the Federal Government for collection.
  2. Ineligibility for Federal Financial aid from all colleges and universities until the repayment of aid and interest due is paid to the US Department of Education.

### **FINANCIAL AID REVIEW**

Do you know the status of your student loans? Make time for a Financial Aid review today. Call or come by the Financial Aid office for a review of whom you owe, how much and when to repay. The Financial Aid Office is located on the Lower Level of Hearnes Hall.

### **WITHDRAWAL POLICY**

Students who do not officially cancel their registration will be responsible for tuition and fees as indicated above. **NON-ATTENDANCE DOES NOT CONSTITUTE A WITHDRAWAL FROM CLASSES.**

**WITHDRAWAL FROM A SINGLE CLASS:** Students must pick up a drop form in the Registrar's Office, obtain the required signatures, and return the form to the Registrar's Office. The official date of withdrawal is the date the form is RECEIVED in the Registrar's Office.

**WITHDRAWAL FROM ALL CLASSES:** Beginning June 16, 2008 students must see the university exit counselor in the Financial Aid Office, Hearnes Hall 114. Federal Financial Aid recipients who withdraw from all classes will automatically be placed on Financial Aid Suspension.