

7. Credit hours earned by testing will be included in the number of hours earned. This includes Advanced Placement (AP) and International Baccalaureate (IB).
8. Financial aid suspension may be appealed if unusual circumstances affected academic progress. Such circumstances may include a severe illness/injury to the student or immediate family member, the death of a student's relative, or other special circumstances. A letter of appeal must be submitted to the director of financial aid within the time specified on the notice of financial aid suspension. The letter should include why the student failed to meet SAP standards and what has changed that will allow the student to be successful at the next evaluation.
9. Transfer students with no grade history at Cottey will enter on SAP good standing. Complete academic transcripts for work attempted at other institutions must be submitted to the enrollment management office before the beginning of the first semester at Cottey. Transfer students will be evaluated at the end of the first semester at Cottey just like all other students.
10. Former Cottey students who were not enrolled at Cottey for the most recent semester will re-enter at the SAP status earned at the end of their last Cottey enrollment.

## FINANCIAL AID REFUND POLICY (RETURN OF TITLE IV FUNDS)

Title IV funds are awarded to a student under the assumption that the student will attend school for the entire period for which the assistance is awarded. When a student withdraws prior to completing 60% of the semester, the student may no longer be eligible for the full amount of Title IV funds that were originally awarded. Title IV assistance at Cottey includes Federal Pell Grants, Federal Supplemental Educational Opportunity Grants, Federal Direct Loans (Subsidized and Unsubsidized), and Federal Direct PLUS Loans.

The amount of Title IV aid earned by the student must be determined as of the date of withdrawal. If the amount disbursed to the student is greater than the amount earned, unearned funds must be returned to the funding agency. The percent earned equals the number of days completed up to the withdrawal date divided by the total days in the semester.

The school has 30 days from the date the institution determines that the student withdrew to return all unearned funds. The order of the return of Title IV funds by the school is as follows: Unsubsidized Direct Loan, Subsidized Direct Loan, Direct PLUS Loan, Federal Pell Grant, Federal Supplemental Educational Opportunity Grant. When aid is returned, the student may owe a balance to the College.

## TUITION EXCHANGE PROGRAM

Cottey College is a member of the Council for Independent Colleges-Tuition Exchange program (CIC-TEP). Member colleges and universities have agreed to accept, tuition-free, students from families of full-time employees of other participating institutions. Participation in the exchange program is limited to full-time employees, who have been employed at Cottey College for a minimum of 12 months. This benefit applies to tuition only and does not cover non-credit or audited courses, high school discount courses, fees, housing, books, supplies, or other miscellaneous expenses. Graduate study is limited to employees and spouses. A searchable list of participating institutions may be found at [cic.edu](http://cic.edu).

## FINANCIAL MATTERS

### STUDENT FEES PER SEMESTER

Student billing for the fall semester occurs in July and in November for the spring semester. A student/parent may elect to pay the balance in full or make three monthly payments with a 1% monthly, or 12% annualized, finance charge. Fall semester payments are due August 15, September 15, and October 15. Winter/spring semester payments are due December 15, January 15, and February 15. The advance tuition deposit of \$125 for incoming students is credited to the student's bill and is nonrefundable. Information and questions regarding the payment of fees should be directed to the Business Office.

	<u>2019-2020</u>	<u>2020-2021</u>
<b>Residential Students</b>		
Full-time Tuition, per semester	\$10,250.00	<b>To be determined</b>
Room and Board, per semester:		
Reeves & P.E.O. Halls	3,850.00	
Robertson Hall	4,025.00	
Identification Key Card	10.00	
<b>(one-time charge per academic year)</b>		
Student Activity Fee, <b>per semester</b>	250.00	
Student Health Service Fee, <b>per semester</b>	175.00	
Technology Fee, per semester	200.00	
Overload above 18 credit hours, per credit hour	550.00	
<b>TOTAL PER SEMESTER:</b>		
Reeves & P.E.O. Halls	\$14,735.00	
Robertson Hall	\$14,910.00	

<b>Part-time Students</b>	<b><u>2019-2020</u></b>	<b><u>2020-2021</u></b>
Tuition, <b>per credit hour:</b>		
1-11 credit hours (fees included)	\$ 550.00	
1-6 credit hours (high school student*)	50.00	
Online Courses	125.00	
Summer Internship, per internship	250.00	
Meal Plan, <b>per semester</b>	1,750.00	

\*Cottey College welcomes high school junior and senior girls, on a space-available basis, who have demonstrated exemplary academic performance, to enroll in college coursework while still attending high school. High school girls are accepted into designated college courses on the basis of a recommendation from a high school official, minimum composite ACT score of 21 (970 SAT), and a minimum grade point average of 3.0. Students must meet prerequisites required of the course in which they desire to enroll. A maximum of 6 credit hours per semester is permitted with a total maximum of 12 credit hours taken at the high school rate. Private music lessons are excluded.

## WITHDRAWAL REFUND POLICY

<b>TUITION REFUNDS</b>	<b><u>2019-2020</u></b> Amount(%)	<b><u>2020-2021</u></b> Amount (%)
First day of class to end of second week of class	\$9,225.00 (90%)	<b>To be determined</b>
Third week of class to end of fourth week of class	\$5,125.00 (50%)	
Fifth week of class to end of eighth week of class	\$2,562.50 (25%)	
After eighth week of class	\$0.00 ( 0%)	
<b>ROOM AND BOARD REFUNDS</b>	<b><u>2019-2020</u></b> Amount(%)	<b><u>2020-2021</u></b> Amount (%)
First day of class to end of second week of class:		<b>To be determined</b>
Reeves and P.E.O. Halls	\$1,925.00 (50%)	
Robertson Hall	\$2,012.50 (50%)	
Meal Plan	\$ 950.00 (50%)	
Third week of class to end of fourth week of class:		
Reeves and P.E.O. Halls	\$ 962.50 (25%)	
Robertson Hall	\$1,006.25 (25%)	
Meal Plan	\$475.00 (25%)	
After fourth week of class:		
Reeves and P.E.O. Halls	\$0.00 (0%)	
Robertson Hall	\$0.00 (0%)	
Meal Plan	\$0.00 (0%)	

An administrative charge of \$100 will be charged for all students who withdraw prior to the first day of class.

If a student receives financial aid, the College must refund the granting agency or agencies in accordance with the regulations and/or restrictions placed upon such funds prior to refunding any remaining refundable balance to the student and/or parents or guardians. When a student registers at the College, it is understood that the student and her parents or guardians accept the terms of payment and refund in this catalog.

## INCIDENTAL FEES

Study Abroad Administration Fee	\$400.00
Withdrawal Fee Per Course (third through tenth week)	\$15.00
Auditing Course – Per Credit Hour	\$70.00

## SECURITY/DAMAGE DEPOSIT

To provide security against loss to the College or damage to Cottey College property, each residential student living in P.E.O., Reeves, or Robertson Hall is required to deposit \$125 with the College. Each non-residential (commuter) student is required to deposit \$50 with Cottey College. This fee is in addition to the total fee.

Any charges made against the security/damage deposit must be restored prior to the subsequent academic year in the case of residential students or by the subsequent semester in the case of non-residential students. The unused portion of the deposit will be refunded when the individual ceases to be a student at Cottey College providing there are no charges against it.

## SINGLE ROOM FEE

The additional fee for a single room is \$500 per semester, which is nonrefundable after September 30 for the fall semester and February 1 for the spring semester. When Cottey College assigns a single room, no fee is assessed.

## VETERANS BENEFITS AND TRANSITION ACT OF 2018 COMPLIANCE

Cottey College will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries or other institutional facilities, or the requirement that a Chapter 31 or Chapter 33 recipient borrow additional funds to cover the individual's inability to meet her financial obligations to the institution due to the delayed disbursement of a payment by the U.S. Department of Veterans Affairs.