

Tuition, Fees, and Refunds

Tuition and fees provide an essential revenue source to Utah State University, although these comprise only 12 percent of the total budget. State appropriations provide 34 percent of the University's revenue sources. USU strives to keep the institution as cost-effective as possible, and is noted for having low-cost resident and nonresident tuition amounts.

Tuition and fee amounts can be found by clicking on one of the **Tuition & Fee tables** links at: <http://www.usu.edu/registrar/payment/>

Registration for a semester is *not complete* until all fees have been paid in full. The University reserves the right to alter any tuition or fee charges without notice.

Visitor fee (audit)same as classes with credit (except for persons 62 years of age or older who are permitted to audit free of charge after a recording fee of \$10 per semester has been paid)

Late registration fee\$100 per course added (Following the published add deadline, a fee of \$100 per course will be assessed for all undergraduate and graduate courses added. For more information, see page 56.)

Continuing Graduate Advisement Courses (6990 and 7990)

There is no limit on the number of times a graduate student may register for 6990 or 7990 credit. Tuition will be charged according to the residency status of the student. Nonresident students may come to the Financial Aid Office to receive a waiver of the out-of-state portion of the Continuing Graduate Advisement tuition.

Continuous Graduate Registration Fee.....\$100 per semester

Tuition Surcharge for Excessive Credits

Students who have attempted 170 credits or more will be charged out-of-state tuition according to Board of Regents Policy. In the following circumstances the surcharge may be waived: (1) the excessive credits are necessary for the student to complete the student's program of study; **and** (2) the excess credits are a result of circumstances where a substantial number of credits from a transferring institution could not be applied to the program of study; **or** (3) the excess credits are the result of a reasonable enhancement of the student's major by the addition of a minor or emphasis to the program of study; **or** (4) the excess credits are the result of a reentry into the educational system by a student who may have accumulated a large number of credits, or even completed degrees, but where employment requirements obligate his or her return to college. Credits earned through concurrent enrollment and credits received through Advanced Placement (AP) and other examinations *do not* count toward the 170 credit total.

The student may obtain a petition to waive the surcharge at: <http://www.usu.edu/registrar/forms/pdf/Surcharge.pdf>

Seven-Year Tuition Policy

Students who initially enrolled at USU during Summer Semester 2004 or later are charged tuition using the most recent tuition scale. Students who initially enrolled at USU prior to Summer Semester 2004, who can complete their degree requirements within seven years of enrollment, and who have not had a break in their enrollment of greater than one year, are eligible to be coded under an alternate tuition scale.

Beginning Summer Semester 2009, the 2000-2002 alternate tuition table was eliminated, and all students who enrolled prior to 2002 will be assessed tuition according to the most recent tuition table. Beginning Summer Semester 2011, the 2002-2004 alternate tuition table will be eliminated, and all students, regardless of the time of their initial enrollment, will be charged tuition according to the most current tuition scale.

Any student who is readmitted after an absence of a year or greater will be coded according to the most current tuition table.

Tuition Refund Policy

When a student withdraws from classes before the fifteenth day of the semester (for full-semester classes) **or** before completing twenty percent of classes (for partial-semester classes) he or she is entitled to a refund of registration tuition and fees according to the following schedules:

Tuition Refund Period for Full-Semester Classes	Percentage of Credits for which Tuition and Fees will be Refunded
Before classes begin	100%
First ten days of semester	100%
Eleventh through fifteenth day of classes.....	50%
After fifteenth day of classes	0%

Tuition Refund Period for Partial-Semester Classes	Percentage of Credits for which Tuition and Fees will be Refunded
Before classes begin	100%
First 13.33% of classes completed.....	100%
13.34% to 20% of classes completed.....	50%
After 20% of classes completed	0%

Refunds will be automatically processed when classes are dropped by the published refund deadlines (see page 8).

Refunds are computed as a percentage of the credits being dropped, and are *not* based solely upon the *dollar amount* paid. Published refunds will be automatically calculated.

Below are three examples of refund calculations for dropping credits during the 50 percent refund period. These examples use the 2009-2010 tuition tables for a resident undergraduate student.

Example 1:	Tuition and Fees
Registered for 9 credits	\$ 1,812.83
Dropping 3 credits at 50% (equals 1.5 tuition credits dropped)	
Tuition and Fees for 7.5 credits (9 minus 1.5 credits)	1,587.52
Total Refund.....	\$ 225.31

Example 2:	Tuition and Fees
Registered for 15 credits	\$ 2,413.67
Dropping 3 credits at 50% (equals 1.5 tuition credits dropped)	
Tuition and Fees for 13.5 credits (15 minus 1.5 credits)	2,413.67
Total Refund.....	\$ 0

Note: Utah State University's plateau tuition means that the tuition and fee amount for total credits between 13 and 18 credits is the same amount.

Example 3:	Tuition and Fees
Registered for 12 credits	\$2,263.42
Dropping 6 credits at 50% (equals 3 tuition credits dropped)	
Tuition and Fees for 9 credits (12 minus 3 credits)	1,812.83
Total Refund.....	\$ 450.59

For exact dollar amounts, click on one of the **Tuition & Fee tables** links at: <http://www.usu.edu/registrar/payment/>

Fee Refunds

- (1) A proportionate share of all fees paid may be refunded to any student who withdraws from school before the 15th day of classes.
- (2) All refunds will be mailed to the student.
- (3) The application and evaluation fee for an undergraduate or graduate applicant is not refundable.
- (4) Activity fees will be pro-rated.
- (5) Students with financial aid need approval from the Financial Aid Office in order to receive a refund.
- (6) Complete withdrawal must be approved by the Financial Aid Office (TSC 106) or by the Office of Retention and Student Success (TSC 314).

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ID Cards

An ID card is available for each registered USU student. Upon full payment of tuition and fees, students will automatically have their cards activated. A student who holds an activated card may purchase a spouse card for \$15 and pay the spouse fee of \$40 per semester at the Registrar's Office. The student activity card provides access to USU athletic events, USU computer labs, the Merrill-Cazier Library, Student Health Services, campus recreation facilities, music and theatre events, and various student activities. Once all fees are paid, student activity cards will be activated two weeks prior to the first day of the semester. Provided there is no outstanding balance in the student's account, the student's activity card will continue to be valid for two weeks following the last day of final exams for spring and summer semesters, and for three weeks following the last day of final exams for fall semester.

Tuition Installment Plan (TIP)

The Tuition Installment Plan (TIP) allows students to defer a portion of their tuition until later in the semester. Students who are approved for participation in TIP must pay 50 percent of their tuition, plus a \$50 nonrefundable service charge, by the tuition and fee payment deadline. A second installment, for 25 percent of tuition (plus interest), is due on the 30th day of the semester; and the remaining 25 percent (plus interest) is due on the 60th day of the semester. Since deferred payments are loans, students will be considered to be in default if their deferred payments are not received by the due dates. Students who drop classes after the 100 percent refund period has passed will *still* be obligated to pay the TIP in full. Withdrawal or dropping classes *does not* cancel these loans. If the loan amount is *not paid in full by the due date*, students must pay interest in the amount of 12 percent per annum from the date issued on any portion that is unpaid.

To apply for the TIP, print the application accessed from the TIP link at: <http://www.usu.edu/registrar/payment/>, and complete the information as directed on the form. Because this is a promissory note, all signatures must be signed in front of a Registrar's Office representative in the Registrar's Office, Taggart Student Center 246.

Miscellaneous Payments

If any payment made to the University is unauthorized, incomplete, or received after the due date, registration fees will be considered as **unpaid**, and the student will not be officially registered.

Personal Checks

Personal checks returned by the bank to the University *for any reason* are automatically sent to a collection agency and will be subject to a service charge. At the discretion of the Controller's Office, this may result in the withholding of registration credit or immediate cancellation of the student's classes. USU reserves the right to refuse personal checks for any transaction. Check cashing privileges and use of other University services using personal checks may be suspended for any individual who has a check returned to the University.

Delinquent Financial Accounts

All tuition and fees should be paid in full by the posted due dates. Any unpaid tuition and fees may be assessed a late fee of \$20 per month or 1 percent per month (12 percent per annum), whichever is greater. Students with an outstanding balance may be subject to removal from classes for nonpayment.

In the event collection efforts become necessary, USU may refer a past due account to an outside collection agency. All referred accounts are subject to a collection fee, not to exceed 50 percent of the amount owed, plus all court costs and reasonable attorney fees. The collection agency and/or USU may report delinquent accounts to a credit reporting agency.

Students with outstanding financial obligations may be refused all University services until such obligations are paid. Services which may be denied include the following: registration, transcripts, grades, transfer of credit, graduation, and activity card benefits.

Sponsored Payments

Students whose tuition and fees are paid by a sponsor may contact the Cashiers Office (Taggart Student Center 246) for authorization to complete registration. International students with a sponsor should also contact the Cashiers Office.

Computer and Information Literacy Examination

All students working toward a bachelor's degree must pass this examination as part of the University Studies requirements. A \$30 fee is associated with this exam. For additional information, see page 67. Further details are shown at: <http://www.cil.usu.edu/>

Special Fees

Special fees, charged in addition to tuition and registration fees, are assessed on the Registration/Billing Statement. These fees may be found in the online course schedules at: <http://www.usu.edu/registrar/catalogpdf/>

Parking and Transportation

The Parking and Transportation Office is responsible for operating the campus shuttle system and charter shuttle service. The parking branch of this office is responsible for maintaining parking lots and parking equipment; enforcement of campus parking regulations; and the management of the hourly parking areas. Parking and Transportation also operates the Visitor Information Center, which is located at the Aggie Terrace.

The mission of Parking and Transportation is to provide the highest-value service possible, through efficient operations, responsible management, and outstanding customer service. The office exists to meet the parking and transportation needs of all campus constituents.

Parking Permits

Parking permits are required Monday through Friday during the hours posted in each parking area. Each motor vehicle parked in a designated parking area on University property must be registered or pay a daily fee. Possessing a permit for a designated area *does not* necessarily ensure the availability of a parking space. The permit extends the right to park in a specified area (when space is available), until the permit and/or time expires.

Student Permits

Students living off campus who wish to park a vehicle on campus have three permit options:

1. Purchase a **Student Blue permit**, which allows parking in the central campus area.
2. Purchase a **Yellow permit**, which allows parking at the Stadium and below Old Main Hill.
3. Purchase an **Aggie Terrace permit**, which allows parking in the Aggie Terrace.

Student Housing

Students living in campus residence halls are required to purchase a permit to park in the area adjacent to their respective residences. These permits are valid for the residence area specified, as well as all Yellow parking areas.

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Tips for a Ticketless Experience at USU

1. Use the Aggie Shuttle to get to and from campus. Parking at the Stadium is affordable, and the shuttle is easier, quicker, and **free**.
2. Know the rules and observe them.
3. Park *only* in designated parking spaces.
4. Park *only* in parking areas specified for use with your permit.
5. Make sure your permit is hanging and visible.
6. Do *not* use disabled-only areas for loading or unloading, even if the vehicle is occupied.
7. Read and follow instructions on all signs posted at each parking area.
8. Park at meters *only* for the allotted time.
9. Remember, parking in the same manner as another illegally parked vehicle *does not* make you exempt from a ticket.
10. Parking requires thought, consideration, effort, and perhaps a little extra time. Therefore, all persons parking vehicles should allow themselves that time.

Permit price information is available at <http://parking.usu.edu/>. The parking staff is available to provide assistance at the Parking Office, Monday through Friday from 7:30 a.m. to 5:00 p.m. For general information, call (435) 797-3414 or visit the Parking Office at 840 East 1250 North (north of the softball diamond).

Student Orientation, Advising, and Registration (SOAR) Fee

This fee, assessed to all incoming first-year students, covers the cost of student enrollment materials, including the *General Catalog*, voucher for the first Student ID Card (\$15 value), and the *Source* student handbook, and either the amenities and staff support received at an on-campus orientation session or the postage to mail the orientation materials to the student.

Two-day and four-day orientation sessions are also available. Fees for these orientation sessions cover all of the aforementioned orientation materials, plus lodging, food, and activities provided at the sessions.

A parent orientation fee is assessed for parents who choose to attend an on-campus orientation session. The fee covers the costs of the parent orientation, including lunch, refreshments, and a packet complete with materials specific to parents of Utah State University students.

Current orientation fees are posted at <http://www.usu.edu/soar>

Math Placement Test Fee

Each time a student takes the Math Placement Test a fee of \$10 will be assessed.

Math Refresher Course Fee

Students who enroll in a math skills refresher course will be assessed a \$100 fee for the course. This fee includes the fee for taking the Math Placement Test at the beginning of the course and again at the end of the course.

Music

Fees are charged for piano practice and private instruction. For information on amounts, contact the Music Department.

Health and Accident Insurance

Health and Accident Insurance is available to all students for nominal costs at the time of registration. Additional insurance may be purchased for spouse and children. Students are encouraged to provide themselves with adequate protection in case of illness or serious injury. Further information can be found at:

<http://www.usu.edu/health/insurance/>

Insurance Information/International Students

Insurance coverage is *mandatory* for international students. All international students attending Utah State University are *required* to purchase one of the student health insurance plans offered at the University for themselves and accompanying dependents. Insurance coverage is *required* each semester.

International students are cautioned to purchase only temporary travel insurance to cover travel to the U.S.

Admission Application and Evaluation Fee (nonrefundable):

U.S. Residents (undergraduate).....	\$40
International Students (undergraduate).....	\$50

Special Examination Fee

\$10 per course plus \$5 per credit hour up to a maximum of \$50 including the \$10 examination fee. Fees for some of the special examinations offered by the Languages, Philosophy, and Speech Communication Department are higher; call (435) 797-1209 for specific fees.

Graduation Fees

One-year Certificate	\$10*
Two-year Diploma.....	\$10*
Associate of Applied Science Degree.....	\$10*
Bachelor's Degree.....	\$10*
Graduate, PhD Degree.....	\$15

*The \$10 application fee applies *only* if the application is submitted *prior* to the deadline. After the deadline, a \$50 fee will be assessed. (See page 78 for more information.)

Cap and Gown Sales

Graduation regalia can be purchased at the Graduation Fair prior to commencement. Those unable to attend the Graduation Fair may have a friend or colleague pick up their regalia, or can place their order by calling (800) 662-3950. All phone orders will be mailed and assessed a shipping and handling charge. Please contact the USU Bookstore for current pricing or with any questions or concerns.

Teacher Placement Registration \$10

Transcript of Credits

For transcript requests processed by the USU Registrar's Office, the following information is needed: (1) student's full name (including any previous names), (2) student ID number, (3) date of birth, (4) last date of attendance, (5) where the transcript is to be sent, and (6) student's signature. The transcript fee is \$2 per transcript. The fee is to be paid in the Office of the Registrar, Taggart Student Center 246.

For a fee of \$5 per location, transcripts may be faxed. (**Note:** Faxed transcripts may be considered *unofficial copies* by some receiving parties.)

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Official transcripts may be obtained by submitting a signed request to the Registrar's Office, *in person* at TSC 246; *by mail* to Utah State University, 1600 Old Main Hill, Logan UT 84322-1600; or via the Internet. To request an official transcript online, students should login to Access at: <http://www.usu.edu/myusu/> (After logging in, click on **Student Records**, then on **Order Transcript**.)

Scholarships, Fellowships, and Assistantships

Information can be found in the *Financial Aid and Scholarship Information* section of this catalog (pages 46-51).

Housing Fees

Write for a Housing Bulletin; send request to the Office of Housing and Dining Services, Utah State University, 8600 Old Main Hill, Logan UT 84322-8600.

Estimated Cost of Undergraduate Education for Two Semesters for 2009-2010 Academic Year

	Resident	Nonresident
Tuition and Fees	See page 64	See page 64
Room and Board	\$6,450	\$6,450
Books and Supplies	1,210	1,210
Personal Expenses	2,210	2,210
Totals	<u>\$9,870</u>	<u>\$9,870</u>
	plus	plus
	Resident	Nonres.
	Tuition	Tuition

Note: Costs for room and board may vary, depending upon the housing and meal plan selected. Also, costs for books, supplies, and personal expenses may vary, depending upon a student's chosen program of study and lifestyle. Students who choose to have a car will need to plan for transportation expenses. However, owning a car is *not necessarily essential*, since USU, Logan, and Cache Valley have free bus systems.

Tuition and Cost Disclosure

Full-time undergraduate resident students at Utah State University paying a semester tuition and fee amount of \$1,836.01 contribute an estimated 35 percent to the full cost of instruction per full-time student of \$5,308.16. The remaining support for the full cost of instruction is provided by \$3,472.15 of state tax funds and no other institutional revenue sources.