

FINANCIAL AID

Tandy Hall 206

882-8277

Office of Student Financial Assistance

The Student Financial Assistance programs provide financial assistance to eligible students who, without such aid, would be unable to attend college. Financial assistance for eligible students is available in the form of grants, loans, college work-study, veterans' benefits, and scholarships.

Students are encouraged and in some cases required, to complete the Free Application for Federal Student Aid (FAFSA) if they wish to be considered for some of the scholarships offered at UTB/TSC. All students are strongly encouraged to complete the federal financial aid application process and to check with the Office of Student Financial Assistance periodically regarding the availability of scholarships.

Students subject to Selective Service registration are required to be registered or prove exemption from selective service registration in order to be eligible to receive federal or state financial assistance.

Students are required to maintain certain scholastic standards in order to continue receiving certain financial aid. See next section for more information.

Application Awards: The Free Application for Federal Student Assistance (FAFSA) is used to consider students for all financial assistance. Eligible students will be offered grants and College Work Study (if CWS funds are available). If an award is not sufficient to cover the student's educational expenses, a loan will be considered. Students must make arrangements to get loan counseling at the Office of Student Financial Assistance before a loan can be processed. Additional paperwork and specific deadlines apply to the loan process. Contact the Office of Student Financial Assistance for this information.

Distribution of Funds: Typically, financial assistance funds will be applied to the student's account to cover tuition and fees. The balance of the award for that period is disbursed by check and is mailed to the student or deposited to the UTB/TSC Sting Card on or about the first class day. Eligible students who register late will receive the balance of their award after the official record date. College Work Study funds are paid on a bi-weekly basis as they are earned. Loan proceeds for first-time borrowers will arrive 30 days after the first class day and will also be sent to the student by mail.

Competitive Scholarships: Academic scholarships shall be awarded on a competitive basis based on demonstrated academic achievement, or potential, as evidenced by scores on standardized tests, earned grade point average or other relevant academic criteria. Scholarships are awarded to promote academic excellence.

Return of Title IV Student Financial Aid Funds When a Student Withdraws

When federal Title IV grant or loan assistance is disbursed, but the recipient does not complete the enrollment period, the law requires that UTB/TSC calculate the amount that must be returned by the school and/or student to Title IV program accounts.

The date the student initiates the withdrawal or the date the institution determines the student officially or unofficially withdrew (stopped out) is used for calculating the percentage used in the formula for Return of Title

IV funds. For a student who withdraws without notifying the institution (unofficially withdraws or drops out), the withdrawal date is:

- the midpoint of the payment period or period of enrollment, as applicable
- at the institution's option, the student's last date of attendance at an academically-related activity; or
- if the institution determines that the student left without notification because of illness, accident, grievous personal loss, or other such circumstances beyond the student's control, the date that the institution determines is related to that circumstance.

The number of days from the 1st class day to the withdrawal date divided by the number of days in the payment period (semester) equals the percentage of Title IV funds earned. If the withdrawal date is after the 60% point of the semester, the student has earned 100% of the Title IV funds.

Note: For additional information on withdrawals, Return of Title IV, and sample calculations, see a Financial Aid Advisor.

All "F" grades on Transcript

If the student fails to earn a passing grade in at least one class during the semester (received all F's on transcript), the institution will assume the student withdrew unofficially and will calculate Return of Title IV Funds accordingly. If it is determined that the unofficial withdrawal date is earlier than the 60% in time for that semester, the student may owe funds to the Title IV financial aid programs and/or the institution. Students have 10 days from the date the institution notifies them to clarify their enrollment status. Students have 45 days from the date the institution notifies them in writing to make payment arrangements. The student is responsible for payment of any institutional charges and/or Title IV funds resulting from delayed notification of the last date of instructional activity. Failure to make satisfactory payment arrangements on or before the 45th day may result in the following consequences:

- Notification to the federal government of your overpayment
- Notification to lenders, servicers and guarantors of the last date of attendance on at least a half-time basis
- Cancellation of future scheduled loan proceeds
- Cancellation of future scheduled restricted grant, scholarship or work program funds
- Cancellation of future scheduled Pell Grant awards
- Ineligibility for aid in the future, or until overpayment is settled.

Students should meet with a Financial Aid advisor for a Withdrawal Evaluation **before** making a decision to withdraw or stop attending classes.

Procedures for Return of Title IV Funds

- If the total amount of Title IV grant and/or loan assistance that the student earned is less than the amount disbursed to or on behalf of the student, the difference between these amounts must be returned to the Title IV programs in the following order of priority (not to exceed the amount originally disbursed):
 1. Unsubsidized FFEL Stafford Loans
 2. Subsidized FFEL Stafford Loans
 3. PLUS FFEL Loans
 4. Federal Pell Grant
 5. Federal SEOG Grant
 6. Other Title IV assistance (excluding FWS)
- The school and the student share the responsibility for returning Title IV aid. The school returns "unearned" Title IV funds that have been

paid to the school to cover the student's institutional charges received from Title IV grant and/or loan programs. The student is responsible to repay UTB/TSC for any unpaid institutional charges resulting from the Return of Title IV Funds calculation.

- The school must return Title IV funds due to the federal programs no later than 30 days after the date the school determines the student withdrew.
- If the student owes funds back to the Title IV programs, the institution will advise the student within 30 days of determining that the student withdrew. The student has 45 days from the date of notification from the institution to take action on the overpayment. If the student's portion of unearned Title IV funds included a federal grant, the student has to pay no more than 50% of the initial amount that the student is responsible for returning. Immediate repayment of the unearned loan amount is not required because the student repays the loan to the lender according to the terms or conditions in the promissory note. The institution will advise the lender of the student's withdrawal within 30 days of determining the student withdrew.
- No additional disbursements may be made to the student for the enrollment period. If the student does not repay the amount owed to the Title IV programs or does not make satisfactory payment arrangements with the U.S. Department of Education, UTB/TSC will report to the National Student Loan Data System (NSLDS) that the student received an overpayment. The student loses eligibility for further Title IV aid until resolved.

Note: Students completely withdrawing after the Official Record Date (ORD) should also refer to the Federal Financial Aid Satisfactory Academic Progress Standards.

Federal Financial Aid Satisfactory Academic Progress Standards (Undergraduates)

Financial Aid Satisfactory Progress Policy

Financial aid satisfactory progress standards will be evaluated at the end of the Fall, Spring and Summer Semesters (May, Summer 1 and Summer 2 performance will be measured at the conclusion of Summer 2). Students failing either the quantitative or qualitative standard measures are subject to the financial aid suspension cycle.

Financial Aid Standards

Quantitative Measure

The quantitative measure to receive student aid consideration evaluates the ratio of cumulative hours attempted vs. earned. Attempted hours are those credits for which a student is registered for on the official record date of each semester or session. Earned hours are those credits for which a student receives a passing grade (according to Grade Standards published in the Undergraduate/Graduate Catalogs).

Grades of A, B, C, D, F, W, WC, WF, WP, WM, G, I, P, CR, NR, S, U, DF, WP, and DR will be considered for the quantitative measure. Included in this quantitative measure is the provision regarding **maximum allowable hours**. All periods of enrollment must be considered, even those for which the student did not receive financial aid as well as hours transferred in from another school. If undergraduate cumulative hours earned exceed 185 credits, or if cumulative undergraduate hours attempted exceed 231 credits, a student may no longer receive any form of financial aid for undergraduate studies. If cumulative graduate hours earned exceed 54 credits, a student may no longer receive any form of financial aid for graduate studies.

Cumulative Hours Attempted

Undergraduate Students
Graduate Students

Must Successfully Complete

70% of credit hours attempted
90% of credit hours attempted

Qualitative Measure

The qualitative measure to receive student aid consideration is the policy defined by the Registrar for determining scholastic standing (GPA) and is published as Standards of Work in the Undergraduate/Graduate Catalogs.

Cumulative Hours Attempted	Minimum Cumulative GPA	Minimum Last Term GPA
1-30 undergraduate credit hours	1.60	2.00
31-59 undergraduate credit hours	1.75	2.00
60 or more undergraduate credit hours	2.00	2.00
Graduate credit hours	3.00	

Financial Aid Suspension Cycle

Financial Aid Warning / Probation

If at the end of the initial evaluation the student is not meeting financial aid satisfactory progress standards, the student will enter into a Warning status. If at the end of the second evaluation the student has not regained financial aid satisfactory progress, the student will proceed into a Probation status. During the warning and probation period(s), the student has the opportunity to continue to receive financial aid while attempting to regain financial aid satisfactory progress standards. The student may be referred to academic advisors for further guidance and evaluation.

Financial Aid Suspension

If at the end of the third evaluation period, the student has not regained satisfactory academic progress, the student will be placed on financial aid Suspension and will be ineligible for financial aid until both the quantitative and qualitative standards are satisfied. Financial aid will be suspended until the student successfully regains quantitative (70% or 90%) and qualitative (GPA) standards. Additionally, the student may not exceed the maximum allowable hours. The student is responsible for paying tuition and fees (and will not be reimbursed) during the period(s) of financial aid suspension.

Financial Aid Suspension Appeals

To appeal suspension from financial aid, students must submit to the Financial Aid Office, a written appeal (with supporting documentation) detailing unusual or mitigating circumstances that prevented the student from meeting financial aid satisfactory progress standards. Mitigating circumstances may include: death of a close family member, personal injury or illness or other extraordinary circumstances. A decision will be rendered by the Financial Aid Office within two weeks and the decision is final.

How Your Enrollment Status Affects Your Student Financial Aid

The Financial Assistance Office recalculates financial aid eligibility for students changing enrollment status on or before the official census date (12th class day for Fall/Spring semesters, 4th class day for Summer sessions). Recalculations are processed for schedule changes initiated by the student (in the form of adds/drops) or by the university (in the form of cancelled courses and/or other administrative changes).

If you add and drop or withdraw from courses (after financial aid is disbursed) and this results in a decrease in total credit hours enrolled, you may **owe financial aid funds** back to the program or you may owe other charges to the institution. **Check with an advisor in the Financial As-**

assistance Office before making schedule changes!

Some awards, including Pell grants, are adjusted based on the number of hours enrolled at the end of the official census period. Other awards, including Federal student loans, may no longer be disbursed after a student drops below half-time status within the loan period. Students should also be aware that changes to enrollment status for a specific semester may also impact program participation and/or eligibility for future semesters.

If the financial aid eligibility is increased and a credit remains after the revised tuition and fees are determined, the available balance will be promptly mailed to the student by the Business Office. If the financial aid package is reduced and an account balance remains after the Business Office recalculates tuition and fees, the student is responsible for promptly paying this amount in full. (Review the refund policy and the tuition and fees information published in this booklet).

In general, students dropping below half-time status, on or before the official census date, are ineligible for most forms of financial aid, and similar to students completely withdrawing from UTB/TSC, may be required to repay awards and/or tuition balances, as per the Title IV Returns policy.

Note: Students reducing enrollment status after the official census date should refer to the Federal Financial Aid Satisfactory Academic Progress Standards and students completely withdrawing from the institution, before or after the official census date, should also refer to the Procedures for Return of Title IV Funds.

TESTING OFFICE

Tandy Hall 216

882-8875

Texas Success Initiative (TSI) Program

The Texas Success Initiative (TSI) Program is required by state law to ensure that students enrolled in Texas public colleges and universities possess the academic skills needed to perform effectively in college-level coursework. TSI includes a testing component designed to identify and provide information about your reading, writing, and math skills. For more information, visit www.theccb.state.tx.us

TSI Requirements

Effective Fall 2003 the Texas Higher Education Coordinating Board (THECB) implemented the Texas Success Initiative (TSI) for Texas public institutions of higher education, a program to replace the former TASP program. It is the intent of the Texas Higher Education Coordinating Board that Texas public institutions of higher education use the flexibility and responsibility of TSI rules to improve individualized programs to ensure the success of students in higher education. The University of Texas at Brownsville and Texas Southmost College makes every effort to ensure that students have equal opportunity for success in their academic coursework. In order to facilitate their college readiness for such coursework, the Testing Office assesses students with a TSI required assessment instrument and places them based on their assessment results.

TSI Assessment Instruments

TSI approved test instruments are ACCUPLACER, ASSET/withWriting, COMPASS and Texas Higher Education Assessment (THEA), formerly known as TASP. The test of choice at UTB/TSC is either Quick THEA, COMPASS/eWrite, or ASSET/withWriting.

Exemptions/Waivers

1. For a period of five years from the date of assessment, a student who is tested and performs at or above the following standards is exempt: (Scores for exemption must be attained in one sitting)
 - a. ACT: English = 19, Math = 19, Composite = 23.
 - b. SAT: Verbal = 500, Math = 500, Combined Total = 1070.
2. For a period of three years from the date of assessment, a student who is tested and performs on the Texas Assessment of Academic Skills (TAAS) with minimum scaled scores of 1770 (Writing), 89 (TLI-Reading), and 86 (TLI-Math) is exempt for TSI purposes.
3. For a period of three years from the date of assessment, a student who is tested and performs on the Eleventh grade exit-level Texas Assessment of Knowledge and Skills (TAKS) with a minimum scale score of 2200 on the math section and a minimum scale score of 2200 on the English Language Arts (ELA) section with a writing subsection score of at least 3, is exempt for TSI purposes.
4. A student that has graduated with an associate or baccalaureate degree from a regionally accredited institution or from a recognized international institution and submits appropriate documentation of degree and official transcripts is exempt.
5. A student who transfers from a regionally accredited private or independent institution of higher education or a regionally accredited out-of-state institution of higher education and who has satisfactorily completed at least 3 hours of college-level English, math, or a reading-intense course with a grade of "C" or better is exempt in that area.
6. A student who has previously attended any accredited institution of higher education and has been determined to have met readiness standards by that institution is exempt. An official transcript must be submitted.
7. A student who is enrolled in a one year or less certificate program will be *waived* of TSI requirements.
8. A student who is serving on active duty as a member of the armed forces of the United States, the Texas National Guard, or as a member of a reserve component of the armed forces of the United States and has been serving for at least three years preceding enrollment is exempt.
9. A student who on or after August 1, 1990, was honorably discharged, retired, or released from active duty as a member of the armed forces of the United States or the Texas National Guard or service as a member of a reserve component of the armed forces of the United States is exempt.
10. A non-degree-seeking or non-certificate-seeking student is *waived* from TSI requirements.

Minimum Passing TSI Standards

Students who meet the TSI State standard for reading, writing, and math will be able to enroll into college level course(s). If the minimum passing standard is not met for reading, writing, and math the student will enroll in the appropriate developmental course(s).

<i>Instrument</i>	<i>Writing</i>	<i>Reading</i>	<i>Math</i>
THEA/Quick THEA	220	230	230
ASSET/withWriting	40w/WS=5 or WS=6 or higher	41	Ele Alg = 38
COMPASS	59w/WS=5 or WS=6 or higher	81	Alg = 39

TSI Retest Requirements

In compliance with Section 4.59 (c), a student is required to retake an assessment instrument for TSI purposes after successfully completing all developmental education if the student did not initially perform at or above the following scores:

<i>Instrument</i>	<i>Writing</i>	<i>Reading</i>	<i>Math</i>
THEA/Quick THEA	205	201	206
ASSET/with Writing		35 (objective)	35
Ele Alg 30 Alg 23	COMPASS	44 (objective)	64

All TSI rules are subject to change. For the latest TSI information visit the Testing Office Tandy Hall 216 or call (956) 882-8875.

Assessment Test

The assessment program is designed to provide effective educational services by identifying students' strengths and weaknesses in basic skills. The assessment information is used to provide advisement and placement in courses which will best help students improve skills in English, reading, and mathematics. Assessment and certain minimal scores may also be criteria for selection into various University programs.

Appropriate reading and English skills are a prerequisite for entering academic courses with the exception of mathematics, Spanish, English as a Second Language, art, music, and speech. Appropriate mathematics skills are a prerequisite for entering academic courses in mathematics. Passing scores in the assessment battery are reviewed periodically and are subject to change.

Assessment is mandatory for all new full- and part-time students except:

- students who have passed all three sections of the THEA test, or a test for Texas Success Initiative (TSI) purposes,
- students enrolling in courses for self-enrichment (maximum 9 hours),
- students having a bachelor's degree, or
- students enrolling only in Continuing Education courses.

Students with disabilities who will require accommodations to take the Assessment test must present proof of disability to the Testing Office in a timely manner.

Credit by Examination

Students may earn course credit by demonstrating their skills through testing. Some students may have taken college level courses while in high school or may have mastered subject areas in nontraditional ways. In such cases, credit is granted when learning is demonstrated in various standardized examinations.

Credit for specific courses is awarded on the basis of testing programs that The College Board have developed and validated and for which norms have been established. UTB/TSC grants credit for particular Advanced Placement (AP) tests and particular College Level Examination Program (CLEP) tests. Contact the Testing Office to obtain a copy of the current Credit By Examination brochure which contains a listing of tests accepted, minimum required scores and course equivalents.

Credit by examination policies are as follows.

1. All former and current students are eligible for credit. New students may be eligible for credit provided they are enrolled for the next regular enrollment period (semester or summer session) and are not, at that time, concurrently enrolled in high school.

2. Credit by examination may not be:

- earned for any course in which a student is currently enrolled.
- earned in any course for which a student previously has received a grade either in this or any other university.
- earned in any subject in which the student already has credit for the same or a more advanced course in the subject.
- earned in any course which has prerequisites unless the prerequisites have been fulfilled prior to the submission of examination scores. This does not preclude the possibility of meeting a sophomore standing prerequisite either by examination or by a combination of course work and examination.
- used to reduce the general degree requirement to have completed in residence of at least 24 semester credit hours, including at least 12 of the last 18.

In case of doubt regarding eligibility for credit by examination, the appropriate Department Chair and Dean will make the final decision. Examinations may not be repeated within one year.

Specific information about any of the testing programs may be obtained at the Testing Office at Tandy Hall 216.

Developmental Course Placement and Sequence

A student who has tested (THEA, Compass E-Write, etc.) and scores below minimum college ready test scores requires academic advising for course placement and sequencing.

STUDENT FINANCIAL SERVICES

TUITION AND FEES

Financial Responsibility

Returning Students

Prior to registering for a semester, students are required to pay or clear any outstanding financial balances with UTB/TSC by contacting the Business Office. These are some examples of outstanding financial balances that will prevent a student from registering for a semester:

- Balance on Installment Plan
- Balance on Emergency Loan
- Balance on Student Account
- Balance on Financial Aid Repayment
- Parking Citation
- Library Fines

For All Students

Failure to pay any amount owed within the allotted time can result in the withholding of registration privileges, official transcripts, grades, degrees, and other penalties and actions allowed by law.

Students are expected to pay for tuition and fees within the specified payment period. Students are not entitled to enter classrooms or laboratories until payment for tuition and fees has been made or a payment option has been selected by the student. All tuition and fees payments must be received at the Business Office before the payment deadline date.

All students receiving Federal Title IV grant or loan assistance will have all tuition and fees charged against the award. Any remaining balance will be disbursed to the student in the form of a check which will be mailed to the student. Initial balances are generally mailed to the student on or about the first day of class.

It is the student's responsibility to ensure that their financial assistance has been awarded.

- * If a student account has a balance of \$75 or more resulting from the original registration, the student's registration will be voided. Students who add classes and do not pay by the add/drop payment deadline will not be dropped from their classes. Students will be officially enrolled in the classes and will receive a grade. It is the student's responsibility and obligation to pay for the tuition and fees for the added class.

Types of Payments Accepted at the Business Office

- Cash
- Personal Checks (include ID)
- Money Order (include ID)
- VISA (include ID)
- MasterCard (include ID)
- Sting Card

For your convenience, a check payment drop box is located next to the Business Office at Tandy Hall 107. All payments must be received before payment deadline dates. Payments must be for the full amount of tuition and fees. Student identification numbers should be indicated on checks. Check payments may be mailed and must be received by the Business Office on or before the payment deadline date.

Checks should be mailed to:

The University of Texas at Brownsville and Texas Southmost College
Business Office • P.O. Box 3640 • Brownsville, TX 78520-3640

When the bank for whatever reason returns a check, a \$25.00 nonrefundable return check service charge is assessed. The student is given 10 days from the date of notice to make full payment by cash, money order, or cashier's check. Once the student has had returned checks, then for future payments we reserve the right not to accept any personal checks from the student. Returned checks not paid will be submitted for collections. Students will be liable for any court costs and attorney fees.

For your convenience, VISA and Master Card payment information may be faxed to the Business Office at (956) 882-7981 and must be received before the payment deadline. It is the student's or cardholder's responsibility to verify that sufficient balance is available in the account to process payment. The following is required in order to process payment. Forms are available at the Business Office for this information:

- Student's name
- Student's ID
- Type of credit card
- Credit card number, Expiration date
- Printed name of credit card holder and signature of credit card holder
- Students' telephone number.

Assessment of Tuition and Fees

Tuition and fees are subject to change by the Texas Legislature and become effective in accordance with state statute. The Texas Legislature does not set the specific amount for any particular student fee. The student fees assessed are authorized by state statute; however, the specific fee amounts and the determination to increase fees are made by the University administration and The University of Texas System Board of Regents.

Classification of Students for Assessing of Tuition Rates

- Students enrolled in TSC courses (i.e., course numbers beginning with either 0, 1 or 2) will be assessed TSC Lower Division tuition rates. The residency status of a student determines the rate that is charged for tuition. See the tuition and fee tables for additional information.
- Students enrolled in UTB courses (i.e., course numbers beginning with either 3 or 4) will be assessed UTB Upper Division tuition rates. The residency status of a student determines the rate that is charged for tuition. See the tuition and fee tables for additional information.
- Students enrolled in University Plan courses (i.e., course abbreviation name ends with a "U") will be assessed UTB Upper Division tuition rates. The residency status of a student determines the rate that is charged for tuition. See the tuition and fee tables for additional information.
- Students enrolled in Graduate courses (i.e., course numbers start with 5 or above) will be assessed Graduate tuition rates. The residency status of a student determines the rate that is charged for tuition. See the tuition and fee tables for additional information.
- Students may take both TSC courses and UTB courses and Graduate courses (concurrently enrolled student). In this case, total tuition and fees will be determined by state regulations applying to concurrent enrollment. Any concurrent enrollment amount adjustments will be manually calculated and entered by the Business Office.
- International Students should follow the Non-Resident Tuition Rate.

Payment by Installment

The Installment Payment Plan is only available during the Fall and Spring semesters. The Installment plan is only for tuition and fees.

Who qualifies and how does it work?

To qualify a person must:

- Be a current student at UTB/TSC
- Be free of any outstanding financial balance with UTB/TSC
- Have no form of financial aid including any scholarship programs
- Be registered for a minimum of six credit hours or more
- Pay a non-refundable fee of \$22.50 for the installment plan (\$7.50 per installment)
- Fill-out and sign installment plan promissory note in order to complete process

How does it work?

Once the student is qualified for the Installment Payment Plan, the student is required to pay for one-half (50 percent) of the tuition and fees and the non-refundable \$22.50. The remaining half will be equally divided in two payments due at later dates.

For example: Tuition and fees are \$800.00; installment initial payment will be 50 percent or \$400.00 plus the \$22.50 fee, for a total initial payment of \$422.50. The other half is divided equally \$200.00 and \$200.00, which are due at later dates.

If a student selects the installment plan and then drops below the required six credit hours, the balance of tuition and fees becomes due in full. If a student selects the installment plan, and adds additional classes during the add/drop period, the plan will not be adjusted to accommodate added courses.

Late Installment Payments

For any late payments on installments, there is a five-day grace period after which a non-refundable late payment charge of \$5.00 will be assessed in addition to the installment payment amount due. If the second installment payment is not made until the final payment is due and it is after the five-day grace period then a non-refundable reinstatement charge of \$25.00 will be assessed in addition to the installment payment amount due. In this instance, a student would be charged a total of \$35.00 in addition to the installment payment amount.

Failure to Pay Installment Plan

Students who fail to fully pay tuition and fees, including any late charges are subject to one or more of the following actions, at the University's option:

- Prevent from re-admission to the institution
- Withholding of grades, degrees and official transcripts
- All penalties and actions authorized by law

Notes: The Payment by Installment Plan is subject to change without notice or obligation in keeping with the policies and actions of The University of Texas System Board of Regents and in conforming with the laws of the State of Texas. The student is subject to pay tuition and fees, which are non-refundable upon complete withdrawal. The refund is based on tuition and fees – not on the amount paid by the student.

Tuition and Fee Exemptions

The Texas Legislature has provided a tuition and fee exemption, excluding general property deposit and student services fees, provided under §54.201 et. seq. of the *Texas Education Code*.

To obtain the exemption, an approved application must be on file with the Office of Student Financial Assistance six weeks prior to registration.

Tuition and fee exemptions are granted for the following categories of students: Blind/Deaf Student Exemption Program; Certified Educational Aide Exemption; Children of Disabled or Deceased Firemen, Peace Officers, Game Wardens and Employees of Correctional Institutions; Children of U.S. Military who are Missing in Action or Prisoners of War (MIA/POWs); Concurrent Enrollment Waiver; Early High School Graduation Scholarship; Exemption for Dual-Enrolled Students; Exemption for Highest Ranking High School Graduate; Exemption for Peace Officers Disabled in the Line of Duty; Exemptions for Texas Veterans (Hazlewood); Fire Fighter Exemption Program; Orphans of Texas Members of the U.S. Armed Forces or National Guard; Senior Citizen, 55 or Older, Tuition Reduction Program; Senior Citizen, 65 or Older, Free Tuition for six Credit Hours; Senior Citizen, 65 or Older, Free Tuition for Auditing Classes; Students in Foster or other Residential Care; TANF Exemption Program; Texas National Guard Tuition Assistance Program.

This information is provided in summary form. For more information, contact the Office of Student Financial Assistance at Tandy Hall 206.

Tuition Waivers Based on Residency

Lower Division – For Non-Residents

The same rate of tuition and fees charged residents of the Southmost Union Junior College District for lower-division courses shall be charged to people, and their dependents, who are permitted by Congress to domicile in the United States and who own property which is subject to ad valorem taxation by the college district. Aliens not domiciled in the United States are not eligible for this waiver. Interested students should contact the Office of Admissions at Tandy Hall 115, or call 882-8295.

Lower Division, Upper Division, UTB Undergraduate, Graduate – Residents of Mexico

State law allows students who are citizens of Mexico and who document financial need to pay the same tuition as residents of the State of Texas when enrolling. To be eligible for this waiver, students must complete all admission and registration requirements. Application deadlines for the Mexican National Tuition Waiver are August 1 for the Fall semester, December 1 for the Spring semester, and May 1 for the Summer sessions. Interested students should visit the Office of Student Financial Assistance at Tandy Hall 206, or call 882-8277.

Note: Students qualifying for tuition waivers continue to be classified as non-resident or foreign for residency purposes.

TUITION REBATE PROGRAM

The purpose of the tuition rebate program is to provide a financial incentive for students to prepare for university studies while completing their high school work, avail themselves of academic counseling, make early career decisions, and complete their baccalaureate studies with as few courses outside the degree plan as possible. Minimizing the number of courses taken by students results in financial savings to students, parents, and the state.

Eligible Students

To be eligible for rebates under this program, students must meet all of the following conditions:

- they must have enrolled for the first time in an institution of higher education in the fall 1997 semester or later,
- they must be requesting a rebate for work related to a first baccalaureate degree received from a Texas public university,
- they must have been a resident of Texas, must have attempted all

coursework at a Texas public institution of higher education, and have been entitled to pay resident tuition at all times while pursuing the degree, and

- they must have attempted no more than three hours in excess of the minimum number of semester credit hours required to complete the degree under the catalog under which they were graduated. Hours attempted include transfer credits, course credit earned exclusively by examination, courses that are dropped after the official census date, for credit developmental courses, optional internship and cooperative education courses, and repeated courses. Courses dropped for reasons that are determined by the institution to be totally beyond the control of the student shall not be counted.

Amount of Tuition Rebate

- The amount of tuition to be rebated to a student under this program is \$1,000, unless the total amount of undergraduate tuition paid by the student to the institution awarding the degree was less than \$1,000, in which event the amount of tuition to be rebated is an amount equal to the amount of undergraduate tuition paid by the student to the institution.
- A student who paid the institution awarding the degree an amount of undergraduate tuition less than \$1,000 may qualify for an increase in the amount of the rebate, not to exceed a total rebate of \$1,000, for any amount of undergraduate tuition the student paid to other Texas public institutions of higher education by providing the institution awarding the degree with proof of the total amount of that tuition paid to other institutions.
- Tuition rebates shall be reduced by the amount of any outstanding student loan, including an emergency loan, owed to or guaranteed by this state, including the Texas Guaranteed Student Loan Corporation. If a student has more than one outstanding student loan, the institution shall apply the amount of the rebate to the loans as directed by the student.

If the student fails to provide timely instructions on the application of the amount, the institution shall apply the amount of the rebate to retire the loans with the highest interest rates first.

Responsibilities of Students

- Students desiring to qualify for tuition rebates are responsible for complying with all university rules and regulations related to administration of the program.
- Students desiring to qualify for tuition rebates are solely responsible for enrolling only in courses that will qualify them for the rebates.
- A student who has transferred from another institution of higher education is responsible for providing to the institution awarding the degree official transcripts from all institutions attended by the student.
- Students must apply for rebates at the Office of the Registrar prior to receiving their baccalaureate degrees on forms provided by the institution and must keep the institution informed of their addresses for at least 60 days after their graduation date.

Deposits

General Property Deposit \$10.00

All Upper Division, UTB Undergraduate and Graduate students must make a General Property Deposit to help offset the cost of property loss or damage. Applications for refunds will be processed at the Business Office.

Money will remain on account until such time as the student graduates or officially withdraws from UTB/TSC. The General Property Deposit may not be paid in installments. Any deposit, which remains unclaimed four years from the date of last attendance, will be forfeited.

Required Fees - All Students

Student Services Fee	\$10.00 per semester credit hour \$150.00 maximum, prorated for May Session
Student Union Fee	\$41.56 per long semester Pro-rated to \$20.78 for each summer session, regardless of length.
Building Use Fee (TSC students only)	\$44.00 per semester credit hour
Computer Use Fee	\$10.00 per semester credit hour
Records Fee	\$10.00 per semester
Automated Services Fee	\$30.00 per semester
Academic Advising Fee	\$25.00 per semester
Library Fee	\$2.00 per semester credit hour
International Education Fee	\$2.00 per semester.
Medical Services Fee	\$20.00 per semester Pro-rated to \$10.00 for each summer session, regardless of length
Student Recreation Fee	\$79.00 per semester Pro-rated to \$39.50 for each summer session, regardless of length

Academic Course Fees

Fees subject to change without notice

Admission to School of Business Upper Division Fee	50.00
One-time fee for students admitted into Upper Division in the School of Business.	
Business Administration Accounting Department	
Computer Usage Fee	30.00
Per semester fee for any student enrolled in any BMIS/BMISU courses, and BUSU 2441, BMIS 3351, BMIS 6330, ACCT 3351, MANA 4366, MANA 6350, BUSI 3343, FINA 3382, MANA 3363, MARK 4378, MARK 6330, MANA 6320, MANA 6360, FINA 6301, BUSI 6310, and ACCT 4331 courses.	
Business Technology Department Fee	65.00
For all courses in this department except for Paralegal courses	
Business Technology Department Fee	40.00
For Paralegal or Legal Assistant courses	
Biology Majors Fee	10.00
Per semester fee per student for all Biology Majors	
Biology Upper Division Course Fee	30.00
Per-course per-semester fee per student for all students registered in any upper division biology course. (UTB only)	
Chemistry and Environmental Sciences – Organic Chemistry Fee	12.00
Per-course per-semester fee for students enrolled in CHEM 2123, 2125, 2323, 2325	
Chemistry and Environmental Sciences – Upper Division Chemistry Fee	20.00
Per-course per-semester fee for any student enrolled in any upper division Chemistry course (UTB only)	
Computer Literacy Fee	30.00
Per-course per-semester fee for students enrolled in COSC 1310	
Computer Science Department CS Program Fee	65.00
Per-student per-semester fee for any student enrolled in any COSC and TCIS courses	
Deficiency Plan Fee – School of Education	40.00

Assessed to students in the School of Education.	
Developmental Writing Fee – English & Communications	10.00
Per-course per-semester fee for students enrolled in ENGL 0320 and ENGL 0321	
Distance Education Fees	
UT Telecampus Web-Based Fee	up to 80.00
Per semester credit hour	
UTB/TSC Web-Based or Interactive Video Fee	25.00
Per semester credit hour	
UTB/TSC Telecourse Fee	25.00
Per semester credit hour	
Virtual College of Texas Fee	25.00 per semester credit hour
Emergency Medical Technology – Exam Fee	25.00
Pre-hospital trauma, life support or national/state certification	
Emergency Medical Technology – Exam Fee	150.00
Medical dispatching, national/state certification	
Engineering Department Fee	80.00
Per semester fee for any student enrolled in any Engineering or Engineering Technology course, both lower and upper division	
General Education Fee	10.00
Per-semester fee for students for all General Education majors	
General Education Science Fee	12.00
Per-course per-semester fee for all students enrolled in any course that satisfies the General Education Science requirement	
Induction Fee for School of Health Sciences	10.00
Induction fee for the student in the School of Health Sciences.	
Industrial Technology Department:	
Auto Mechanics Program Fee	10.00
Per-course per-semester fee for students enrolled in these courses AUMT – 1201,1407, 2305	
Auto Mechanics Program Fee	20.00
Per-course per-semester for students enrolled in these courses AUMT – 1419, 1445, 2417, 2434	
Auto Mechanics Program Fee	30.00
Per-course per-semester for students enrolled in these courses AUMT – 1410, 1416, 2209, 2425	
A/C & Refrigeration Program Fee	10.00
Per-course per-semester fee for students enrolled in these courses HART – 1301, 1345	
A/C & Refrigeration Program Fee	20.00
Per-course per-semester fee for students enrolled in these courses HART – 1307, 1341, 2345, 2338, 2349 & MAIR 1349	
A/C & Refrigeration Program Fee	25.00
Per-course per-semester fee for students enrolled in HART 2336	
Auto Body Program Fee	35.00
Per-course per-semester fee for students enrolled in these courses ABDR – 1411, 1431, 1453, 1519, 1541, 1542, 2255, 2257, 2549	
CAD Technology Program Support Fee	60.00
Per-course fee per semester fee for all ARCE and DFTG courses.	
Machine Shop Program Fee	5.00
Per-course per-semester fee for students enrolled in these courses MCHN – 1300, 1317, 1332, 1338	
Machine Shop Program Fee	15.00
Per-course per-semester fee for students enrolled in these courses MCHN – 1253, 1254, 1302, 1305, 1320, 1338, 1341, 1343, 1352, 2433, 2437	
Machine Shop Program Fee	30.00
Per-course per-semester fee for students enrolled in these courses MCHN – 1253, 1254, 1302, 1320, 1341, 1352, 2433, 2437	
Building Trades Program Fee	5.00
Per-course per-semester fee for students enrolled in these courses CNBT – 1301, 1305, 1307, 1342, 1366; CRPT – 1325, 1329 ELPT – 1349, 1364; PFPB – 2437	
Building Trades Program Fee	15.00
Per-course per-semester fee for students enrolled in these courses ELPT 1311, 1325, 1329, 1342, 1345	
Building Trades Program Fee	25.00
Per-course per-semester fee for students enrolled in these courses ELPT 1321; CNBT 1302, 1311; WDWK 1313	
Building Trades Program Fee	30.00
Per-course per-semester fee for students enrolled in these courses CRPT – 1311, 1315, 1323, 1341, 1345; PFPB – 1345, 1421, 2301, 2408, 2409	
Kinesiology Department – Outdoor Education Course Fee	\$20.00
KINEU 2304; Per-course per-semester fee.	
Mathematics Department – Calculator Penalty Fee	20.00
Per semester fee for all students not abiding by Calculator Contract	
Nursing – HESI Exam Fee	17.00
Exam required for passing the NCLEX prep for the following programs: Mental Health Nursing, Child-Bearing Family Care, Care of Children and Family.	
Nursing – HESI Exam Fee	43.00
Exam required for passing the NCLEX prep for the following programs: Intro to Professional Nursing.	
Nursing – HESI Exam Fee	59.00
Exam required for passing the NCLEX prep for the following programs: Transition to Nursing Practice	
Nursing – HESI Exam Fee	30.00
Exam required for passing the NCLEX prep for the following programs: Complex Health Care Needs	
Physics and Astronomy Department Fee	30.00
Per-course per-semester fee for all students enrolled in any of the upper division Physics and Physical Science courses.	
School of Education – Foreign Field Experience Fee	550.00
Fee for students who take EDEC 6310.65 and BILC 6322.65.	
School of Health Sciences:	
Nursing Department: Meds’ Total Curriculum Support for ADN Program	75.00
To defray costs of exam/assessment package	
Nursing Department: Nursing Skills Course Fee	18.00
Per semester fee for any student enrolled in the courses RNSG 1108, 1205, 1215, 1413, 2307, 2441	
Special Education (SPED) Assessment Instruments Fee	25.00
Per-course per-semester fee: SPED 6301, SPED 6302, SPED 6303, SPED 6306, SPED 6307, SPED 6309, SPED 6600, EPSY 6315	
Teacher Education Program Admission Fee	50.00
For students in the School of Education upon application to the Teacher Education Program.	
Vocational Nursing Orientation Fees	30.00
For preparatory workshop	
Vocational Nursing Applied Skills I	60.00
For all program participants	

Vocational Nursing Graduation Certificate Fee 8.00

Other Fees

Add/Drop Fee 5.00

Per course per semester, is assessed to defray the costs of adding and dropping courses during the add/drop periods.

Alternative TASP Remediation Fee 75.00

Students are assessed this fee to defray costs associated with remediating students who fail the TASP exam in particular area.

Auditing Fee 50.00

Per class audited, if the instructor permits auditing a course, this is a nonrefundable fee.

Alternative Certification Program Extension Fee 1,000.00

Comprehensive Exam fee (Graduate Students) 50.00

Copy/Print Card Fee 10.00

Fee for a copy/print card for \$10 for 250 copies/prints from any computer designated for student use; additional copies/prints at .05 cents.

Emergency Loan Late Payment Fee 15.00

For every 30 days payment is late.

Foreign Insurance Fee per semester 339.00

Fee subject to change without notice.

Graduate Students Application Fee 30.00

Assessed to defray costs for processing the Graduate Application.

Graduation Fee 25.00

This non-refundable fee is charged for undergraduate and graduate certificates and degrees to defray costs for processing applications, diplomas and other commencement expenses. All Commencement participants are required to purchase the proper regalia from the Bookstore. No student will be permitted to participate without the proper regalia. Students wishing to transfer their Graduation Application to the next period must pay an additional fee of \$5.00.

Identification Card Replacement Fee 10.00

Per card.

Installment Payment Fee 22.50

Available ONLY during Fall and Spring semesters for Undergraduate and Graduate Students.

Laboratory Fees

See Laboratory Fees for more information.

Late Admissions Application Fee 15.00

Assessed to each application submitted after the posted deadline

Late Graduate Application Fee 15.00

Assessed to each application submitted after the posted deadline

Late Payment Charges – Installments 5.00

See Installment Payment for more information

Late Registration Fee 30.00

Library Fees

Late Fee .30 per day that book remains overdue

Overdue Books Fee 30.00

Overdue items Variable, according to time the item is overdue.

Overdue Reserve Material Fee 20.00

Lost Materials Fee Variable

As per original or replacement costs of item plus \$30.00 service fee.

Damaged items Variable

According to the extent of the damaged and cost of repair or replacement.

Off-Campus Fee, per course 15.00

Orientation Fee 20.00

Orientation No Show/Cancellation Fee 15.00

Reinstatement Charge 25.00

See Installment Payment for more information.

Returned Check Charge 25.00

This nonrefundable charge will be assessed to students for each returned check. (See Financial Responsibility.) The institution may refuse to accept checks from students who have previously had a check returned for insufficient funds, account closed, irregular signature, stopped payment, etc.

Student Housing Fees

Private Rooms 1,550.00

Per each Fall or Spring semester per room

Double Rooms 1,150.00

Per each Fall or Spring semester per student

Student Liability Insurance Fee 18.13

Per academic year; fee subject to change without notice.

Testing Fees (Subject to change without notice)

ASSET Test Fee 5.00

Compass – Ewrite 39.00

Graduate Record Exam (GRE) 115.00

Graduate Management Admissions Test (GMAT) 225.00

Quick THEA Fee 10.00

New fee for students that take the Quick TASP in lieu of the regular.

Test of English as a Foreign Language (TOEFL) 115.00

Test Score Copy Fee 1.00

Texas Success Initiative Fee 75.00

Thesis Binding Fee 48.00

An original and three copies of a Master's Thesis must be bound and presented to UTB/TSC. The exact cost depends on the length of the thesis.

Transcript Fee (Official) 5.00

Tuition Installment Incidental Charge 7.50

See Payment by Installment for more information.

Vehicle Registration/Operation Permit 20.00

All students, who will operate a motor vehicle in the campus area, must register the vehicle with the Campus Police Office and obtain a parking permit. The fee is non-refundable after the first class day and is valid for the issued semester or summer session only. Fees will be assessed as follows:

Parking Classifications

Faculty, Staff, Students (annual fee) 60.00

Disabled Students Permit No charge*

Afternoon Students (1:00-4:30 p.m. only) 6.00

Replacement Permit Fee 1.00

Enforcement Fees

General Parking Violations 10.00

No Permit 25.00

Fire lane, Disabled, Grass Area, etc. 35.00

Immobilizer Charge 10.00

Late Payment Charge (60 days) 25.00

No parking permit fees are charged for permanently disabled people or disabled veterans as defined by §681.001(2), *Texas Transportation Code*.

Laboratory Fees

Applied Music [MUAP] 45.00

1201, 1202, 1205, 1206, 1209, 1210, 1213, 1214, 1215, 1216, 1217, 1218, 1221, 1222, 1225, 1226, 1229, 1230, 1233, 1234, 1237, 1238, 1241, 1242, 1245, 1246, 1249, 1250, 1253, 1254, 1257, 1258, 1261, 1262, 1265, 1266, 1269, 1270, 1281, 1282, 1287, 1288, 1301, 1302,

1305, 1306, 1309, 1310, 1312, 1317, 1318, 1321, 1322, 1325, 1326, 1329, 1330, 1333, 1334, 1337, 1338, 1341, 1342, 1345, 1346, 1349, 1350, 1353, 1354, 1357, 1358, 1361, 1362, 1365, 1366, 1369, 1370, 1381, 1382, 1387, 1388, 2201, 2202, 2205, 2206, 2209, 2210, 2213, 2214, 2215, 2216, 2217, 2218, 2221, 2222, 2225, 2226, 2229, 2230, 2233, 2234, 2237, 2238, 2241, 2242, 2245, 2246, 2249, 2250, 2253, 2254, 2257, 2258, 2261, 2262, 2265, 2266, 2269, 2270, 2281, 2282, 2287, 2288, 2301, 2302, 2317, 2318, 2321, 2322, 2325, 2326, 2329, 2330, 2333, 2334, 2337, 2338, 2341, 2342, 2345, 2346, 2349, 2350, 2353, 2354, 2357, 2358, 2361, 2362, 2365, 2366, 2369, 2370, 2381, 2382, 2387, 2388	
Applied Music [MUAP]	70.00
2305, 2306, 2309, 2310, 3201, 3202, 3205, 3206, 3209, 3210, 3213, 3214, 3217, 3218, 3221, 3222, 3225, 3226, 3229, 3230, 3233, 3234, 3237, 3238, 3241, 3242, 3245, 3246, 3249, 3250, 3253, 3254, 3257, 3258, 3261, 3262, 3265, 3266, 3269, 3270, 3281, 3282, 3401, 3402, 4201, 4202, 4205, 4206, 4209, 4210, 4212, 4213, 4214, 4217, 4218, 4221, 4222, 4225, 4226, 4229, 4230, 4233, 4234, 4237, 4238, 4241, 4242, 4245, 4246, 4249, 4250, 4254, 4257, 4258, 4261, 4262, 4265, 4266, 4270, 4281, 4282, 4401, 4402	
Art [ARTS]	45.00
1311, 1312, 1316, 1317, 1374, 2233, 2313, 2333, 2356, 2357, 2379, 3323, 4331, 4333, 4336	
Art [ARTS] 1376, 2316, 2317, 3321, 4337	70.00
Art [ARTS]	95.00
1370, 2326, 2327, 2346, 2347, 2377, 2378, 3371, 3326, 4391	
Art [ARTS] 3314	95.00
Child Care and Development [CDEC]	8.00
1331, 1358, 1359, 1367, 1401, 1406, 1411, 2366, 2587	
Communication [COMM] 2303, 2324, 2325, 2373	8.00
Computer Information Systems Lab Courses	8.00
[ITSC, ITSE, ITSW, POFI]	
Criminal Justice [CRIJ] 4401, 2314	25.00
Dance [DANC]	8.00
Diesel Mechanics [DEMR] 1402, 1404, 1406, 1408, 1409	5.00
Diesel Mechanics [DEMR] 1101, 1407	15.00
Diesel Mechanics [DEMR]	30.00
1403, 1405, 1413, 1419, 1423, 1521, 1506, 1505, 1510, 1516	
Drama [DRAM] 1351	8.00
Drafting [DFTG]	8.00
Education - Curriculum and Instruction [EDCI]	12.50
4310, 4311, 4312, 4398	
Education - Curriculum and Instruction [EDCI] 4309, 4315	25.00
Education - Curriculum and Instruction [EDCI] 4611, 4641	25.00
Education [EDSC] 4305, 4374	10.00
Education [EDSC] 4375	25.00
Electronics [TELC]	8.00
Electronics [ELEC] 1302, 1421	8.00
Emergency Medical Technology [HPRS] 1204	8.00
Emergency Medical Technology [EMSP]	8.00
1147, 1149, 1209, 1356, 1401, 2135, 2444, 2290, 2315, 1208, 2243, 2434	
Hospitality Cooperative Education [THRM] 2401, 2405	8.00
International Business [IBUS]	8.00
1301, 2331, 2339, 2341, 2345, 2366	
Kinesiology [KINE] All Activity courses	8.00
Legal Assisting [LGLA]	8.00
Marketing-Technical [MRKG] 1311	8.00
Mathematics [MATH]	30.00
0100, 0120, 0320, 0321, 0322, 0420, 0421, 0422	
Medical Laboratory Technology [MLAB]	8.00
Music [MUSI] 1188	8.00
Music [MUSI] 3308, 3309	15.00
Music [MUSI] 1311, 1312, 2311, 2312, 4211	20.00
Nursing [TVNU] 1266	30.00
Radiologic Technology [RADR] 1411, 1213, 2305, 2309	8.00
Radiologic Technology [DMSO] 1441, 2441	8.00
Reading [READ] 0100, 0300, 0320, 0321, 0322	30.00
Respiratory Therapy [HPRS] 1106, 1204	8.00
Respiratory Therapy [RSPT]	8.00
1241, 1290, 1315, 1316, 2135, 2139, 2201, 2305, 2314, 2353	
Special Education [SPED] 4313	12.50
Sting Success Series [NCB] 1000, 2000	75.00
Technical Electronics [CETT] 1429	25.00
Technical Electronics [IEIR] 1406	15.00
Technical Electronics [IEIR] 1402, 2465	18.00
Technical Electronics [IEIR] 1404	22.00
Technical Electronics [CETT] 1445	24.00
Technical Electronics [INTC] 1307	25.00
Technical Electronics [EECT] 2439	28.00
Technical Electronics [CETT] 1321, 1425, 1441, 2425	30.00
Technical Electronics [RBTC] 1405	30.00

2005-06 Tuition Rates

Lower Division

TSC In-District Students:

\$31.00 per semester credit hour; \$75.00 minimum.

TSC Out-of-District Students:

50.00 per semester credit hour; 120.00 minimum.

Non-Resident Students (Foreign or Out of State):

326.00 per semester credit hour.

Upper Division and UTB Undergraduate

(Courses with abbreviations ending with letter U)

Resident Students (District or Out of District):

\$94.00 per semester credit hour

Non-Resident Students (Foreign or Out of State):

370.00 per semester credit hour.

Out-of-State Web-based: 296.00 per semester credit hour.

Graduate Level

Resident Students (District or Out of District):

\$113.00 per semester credit hour

Non-Resident Students (Foreign or Out of State):

389.00 per semester credit hour.

Out-of-State Web-based: 296.00 per semester credit hour.

TSC Lower Division Tuition and Fee Tables

Resident In-District	Resident Out-of-District	Non-Resident (Foreign or Out-of-State)
Semester Tuition Required Total	Semester Tuition Required Total	Semester Tuition.....Required Total
Credit hrs\$31.00/hr..... Fees*.....	Credit hrs\$50.00/hr Fees*.....	Credit hrs\$326/hr Fees*.....
..... min \$75.00min \$120
1..... \$ 75.00..... \$ 273.56..... \$ 348.56	1 \$ 120.00..... \$ 273.56 \$ 393.56	1 \$ 326.00 \$ 273.56..... \$ 599.56
2..... \$ 75.00..... \$ 339.56..... \$ 414.56	2 \$ 120.00..... \$ 339.56 \$ 459.56	2..... \$ 652.00 \$ 339.56..... \$ 991.56
3..... \$ 93.00..... \$ 405.56..... \$ 498.56	3 \$ 150.00..... \$ 405.56 \$ 555.56	3..... \$ 978.00 \$ 405.56..... \$1,383.56
4..... \$ 124.00..... \$ 471.56..... \$ 595.56	4 \$ 200.00..... \$ 471.56 \$ 671.56	4..... \$1,304.00 \$ 471.56..... \$1,775.56
5..... \$ 155.00..... \$ 537.56..... \$ 692.56	5 \$ 250.00..... \$ 537.56 \$ 787.56	5..... \$1,630.00 \$ 537.56..... \$2,167.56
6..... \$ 186.00..... \$ 603.56..... \$ 789.56	6 \$ 300.00..... \$ 603.56 \$ 903.56	6..... \$1,956.00 \$ 603.56..... \$2,559.56
7..... \$ 217.00..... \$ 669.56..... \$ 886.56	7 \$ 350.00..... \$ 669.56 .. \$ 1,019.56	7..... \$2,282.00 \$ 669.56..... \$2,951.56
8..... \$ 248.00..... \$ 735.56..... \$ 983.56	8 \$ 400.00..... \$ 735.56 .. \$ 1,135.56	8..... \$2,608.00 \$ 735.56..... \$3,343.56
9..... \$ 279.00..... \$ 801.56..... \$ 1,080.56	9 \$ 450.00..... \$ 801.56 .. \$ 1,251.56	9..... \$2,934.00 \$ 801.56..... \$3,735.56
10..... \$ 310.00..... \$ 867.56..... \$ 1,177.56	10 \$ 500.00..... \$ 867.56 .. \$ 1,367.56	10..... \$3,260.00 \$ 867.56..... \$4,127.56
11..... \$ 341.00..... \$ 933.56..... \$ 1,274.56	11 \$ 550.00..... \$ 933.56 .. \$ 1,483.56	11..... \$3,586.00 \$ 933.56..... \$4,519.56
12..... \$ 372.00..... \$ 999.56..... \$ 1,371.56	12 \$ 600.00..... \$ 999.56 .. \$ 1,599.56	12..... \$3,912.00 \$ 999.56..... \$4,911.56
13..... \$ 403.00..... \$ 1,065.56..... \$ 1,468.56	13 \$ 650.00..... \$1,065.56 .. \$ 1,715.56	13..... \$4,238.00 \$1,065.56..... \$5,303.56
14..... \$ 434.00..... \$ 1,131.56..... \$ 1,565.56	14 \$ 700.00..... \$1,131.56 .. \$ 1,831.56	14..... \$4,564.00 \$1,131.56..... \$5,695.56
15..... \$ 465.00..... \$ 1,197.56..... \$ 1,662.56	15 \$ 750.00..... \$1,197.56 .. \$ 1,947.56	15..... \$4,890.00 \$1,197.56..... \$6,087.56

For each Fall and Spring semester, a student may enroll for no more than 18 semester credit hours. Enrollment in more than 18 semester credit hours in a Fall or Spring semester requires authorization by the appropriate Dean.

* All students are required to pay the following fees for each semester, regardless of length: Building Use Fee (\$44.00/hr), Student Service Fee (\$10.00/hr, \$150.00 maximum), Computer Fee (\$10.00/hr), Student Union Fee (\$41.56), Automated Fee (\$30.00), and Records Fee (\$10.00), Advising Fee (\$25.00), Library Fee (\$2.00/hr), International Education Fee (\$2.00/semester), Medical Services Fee (\$20.00), Student Recreation Fee (\$79.00).

UTB Undergraduate Tuition and Fee Tables

Resident (In-District or Out-of-District) ...	Non-Resident (Foreign or Out-of-State)
Semester Tuition Required Total	Semester Tuition Required
Credit hrs 94.00..... Fees*.....	Credit hrs370.00..... Fees*.....
.....per sch.....per sch..... Total
1..... \$ 94.00..... \$ 229.56.....323.56	1 \$ 370.00..... \$ 229.56 \$ 599.56
2..... \$ 188.00..... \$ 251.56.....439.56	2 \$ 740.00..... \$ 251.56 \$ 991.56
3..... \$ 282.00..... \$ 273.56.....555.56	3 \$ 1,110.00..... \$ 273.56 .. \$ 1,383.56
4..... \$ 376.00..... \$ 295.56.....671.56	4 \$ 1,480.00..... \$ 295.56 .. \$ 1,775.56
5..... \$ 470.00..... \$ 317.56.....787.56	5 \$ 1,850.00..... \$ 317.56 .. \$ 2,167.56
6..... \$ 564.00..... \$ 339.56.....903.56	6 \$ 2,220.00..... \$ 339.56 .. \$ 2,559.56
7..... \$ 658.00..... \$ 361.56.....1,019.56	7 \$ 2,590.00..... \$ 361.56 .. \$ 2,951.56
8..... \$ 752.00..... \$ 383.56.....1,135.56	8 \$ 2,960.00..... \$ 383.56 .. \$ 3,343.56
9..... \$ 846.00..... \$ 405.56.....1,251.56	9 \$ 3,330.00..... \$ 405.56 .. \$ 3,735.56
10..... \$ 940.00..... \$ 427.56.....1,367.56	10 \$ 3,700.00..... \$ 427.56 .. \$ 4,127.56
11..... \$1,034.00..... \$ 449.56.....1,483.56	11 \$ 4,070.00..... \$ 449.56 .. \$ 4,519.56
12..... \$1,128.00..... \$ 471.56.....1,599.56	12 \$ 4,440.00..... \$ 471.56 .. \$ 4,911.56
13..... \$1,222.00..... \$ 493.56.....1,715.56	13 \$ 4,810.00..... \$ 493.56 .. \$ 5,303.56
14..... \$1,316.00..... \$ 515.56.....1,831.56	14 \$ 5,180.00..... \$ 515.56 .. \$ 5,695.56
15..... \$1,410.00..... \$ 537.56.....1,947.56	15 \$ 5,550.00..... \$ 537.56 .. \$ 6,087.56

For each Fall and Spring Session, a student may enroll for no more than 18 semester credit hours. Enrollment in more than 18 semester credit hours in a Fall or Spring Session requires authorization by the appropriate Dean.

* All students are required to pay the following fees for each semester, regardless of length: Student Service Fee (\$10.00/hr, \$150.00 maximum), Computer Fee (\$10.00/hr), Student Union Fee (\$41.56), Automated Fee (\$30.00), and Records Fee (\$10.00), Advising Fee (\$25.00), Library Fee (\$2.00/hr), International Education Fee (\$2.00/semester), Medical Services Fee (\$20.00), Student Recreation Fee (\$79.00)

Tuition rate includes Designated Tuition of \$44.00/sch.

Tuition rate is in accordance with §54.0512 of the *Texas Education Code*.

Important: Tuition and Fee Tables for the May Session and for Summer 2006 will be available upon approval online at www.utb.edu and in the Summer 2006 Academic Course Schedule booklets.

REFUND POLICY

Note: Refund policies are state mandated and strictly enforced.

TSC Lower, UTB Upper, University Plan and Graduate Courses

Complete Withdrawal or Disenrollment

Students who completely withdraw or disenroll from all courses shall have their tuition and fees (except non-refundable fees) refunded according to the following schedule (not to include weekends nor university holidays):

Fall and Spring semesters

Prior to the first university class day of the semester	100%
During the (first) five university class days of the semester	80%
During the (second) five university class days of the semester	70%
During the (third) five university class days of the semester	50%
During the (fourth) five university class days of the semester	25%
After the 20 th university class day of the semester	0%

Any Summer Session

Prior to the first university class day of the semester	100%
During the 1 st two university class days of the semester	80%
During the 2 nd two university class days of the semester	50%
After the fifth university class day of the semester	0%

Class days do not include University holidays or weekends.

Note: Financial aid students may have to repay funds to Title IV Financial Aid programs. Students must contact the Office of Student Financial Assistance in Tandy Hall 206 prior to withdrawing from all courses.

Dropping a Course/s

TSC Lower, UTB Upper, University Plan and Graduate Courses

Students who reduce their semester credit hour loads by officially dropping a course or courses and remain enrolled at the institution will have tuition and fees refunded according to the following schedule (not to include weekends nor university holidays):

During the first 12 university class days of the semester	100%
On or after the 13th university class day of the semester	0%

Class days do not include University holidays or weekends.

Refunds for Mini-Courses or Flex Entry Courses

Students who officially withdraw or drop mini courses or flex entry courses will have their tuition and specified mandatory fees refunded according to the start date and length of the course(s). Due to the variety of lengths of these courses offered at UTB/TSC, the Business Office must be consulted for the refund schedule. Note: National Writing Project refund policy will be configured when definite data exists. Contact the Office of Student Financial Assistance for the return of Title IV Funds policy for students who withdraw from all classes.

Return of Title IV Student Financial Aid Funds When a Student Withdraws

When federal Title IV grant or loan assistance is disbursed, but the recipient does not complete the enrollment period, the law requires that UTB/TSC calculate the amount that must be returned by the school and/or student to Title IV program accounts.

The date the student initiates the withdrawal or the date the institution determines the student officially or unofficially withdrew (stopped out) is used for calculating the percentage used in the formula for Return of Title IV funds. For a student who withdraws without notifying the institution (unofficially withdraws or drops out), the withdrawal date is:

- the midpoint of the payment period or period of enrollment, as applicable
- at the institution's option, the student's last date of attendance at an academically-related activity; or
- if the institution determines that the student left without notification because of illness, accident, grievous personal loss, or other such circumstances beyond the student's control, the date that the institution determines is related to that circumstance.

The number of days from the 1st class day to the withdrawal date divided by the number of days in the payment period (semester) equals the percentage of Title IV funds earned. If the withdrawal date is after the 60% point of the semester, the student has earned 100% of the Title IV funds.

Note: For additional information on withdrawals, Return of Title IV, and sample calculations, or see a Financial Aid Advisor.

Failure to earn a passing grade

If the student fails to earn a passing grade in at least one class during the semester, the institution will assume the student withdrew unofficially and will calculate Return of Title IV Funds accordingly. If it is determined that the unofficial withdrawal date is earlier than the 60% in time for that semester, the student may owe funds to the Title IV financial aid programs and/or the institution. The student is responsible for payment of any institutional charges and/or title IV funds resulting from this determination. UTB/TSC must return funds due to the federal programs within 30 days after the withdrawal determination is made. The student has 45 days from the date the institution notifies them in writing to make satisfactory payment arrangements with the institution. Failure to make satisfactory payment arrangements on or before the 45th day may result in the following consequences:

- Notification to the federal government of your overpayment
- Notification to lenders, servicers and guarantors of the last date of attendance on at least a half-time basis
- Cancellation of future scheduled loan proceeds
- Cancellation of future scheduled restricted grant, scholarship or work program funds
- Cancellation of future scheduled Pell Grant awards
- Ineligibility for aid in the future, or until overpayment is settled.

Students should meet with a Financial Aid advisor for a Withdrawal Evaluation **before** making a decision to withdraw or stop attending classes.

Procedures for Return of Title IV Funds

- If the total amount of Title IV grant and/or loan assistance that the student earned is less than the amount disbursed to or on behalf of the student, the difference between these amounts must be returned to the Title IV programs in the following order of priority (not to exceed the amount originally disbursed):

1. Unsubsidized FFEL Stafford Loans
2. Subsidized FFEL Stafford Loans
3. PLUS FFEL Loans
4. Federal Pell Grant
5. Federal SEOG Grant
6. Other Title IV assistance (excluding FWS)

- The school and the student share the responsibility for returning Title IV aid. The school returns “unearned” Title IV funds that have been paid to the school to cover the student’s institutional charges received from Title IV grant and/or loan programs. The student is responsible to repay UTB/TSC for any unpaid institutional charges resulting from the Return of Title IV Funds calculation.
- The school must return Title IV funds due to the federal programs no later than 30 days after the date the school determines the student withdrew.
- If the student owes funds back to the Title IV programs, the institution will advise the student within 30 days of determining that the student withdrew. The student has 45 days from the date of notification from the institution to take action on the overpayment. If the student’s portion of unearned Title IV funds included a federal grant, the student has to pay no more than 50% of the initial amount that the student is responsible for returning. Immediate repayment of the unearned loan amount is not required because the student repays the loan to the lender according to the terms or conditions in the promissory note. The institution will advise the lender of the student’s withdrawal within 30 days of determining the student withdrew.
- No additional disbursements may be made to the student for the enrollment period. If the student does not repay the amount owed to the Title IV programs or does not make satisfactory payment arrangements with the U.S. Department of Education, UTB/TSC will report to the National Student Loan Data System (NSLDS) that the student received an overpayment. The student loses eligibility for further Title IV aid until resolved.

Note: Students completely withdrawing after the Official Record Date (ORD) should also refer to the Federal Financial Aid Satisfactory Academic Progress Standards.