

Financial Information

Fall 2008/January 2009

Payment Dates & Options

All students are bound by the payment due date (determined by your initial registration date) **whether or not a computerized bill is received.** Students that register after the officially designated payment due dates must be prepared to pay or make appropriate payment arrangements according to the schedule below:

Fall 2008 Payment Dates

| <u>If you register</u> | <u>Your payment is due</u> |
|------------------------|----------------------------|
| On or before July 23 | July 23, 2008 |
| After July 23 | Due immediately |

You will be charged a \$175 late fee on all balances not paid in full by 7/24/07. Students paying through a payment plan will not be charged a late fee provided the contract amount covers the outstanding account balance.

January 2009 Payment Dates

| <u>If you register</u> | <u>Your payment is due</u> |
|------------------------|----------------------------|
| On or before 12/03/08 | December 3, 2008 |
| After 12/03/08 | Due immediately |

You will be charged a \$175 late fee on all balances not paid in full by the payment due date 12/04/08.

IMPORTANT NOTE FOR RESIDENT STUDENTS
Additional deadlines for resident students may apply. For further information concerning check-in requirements, please contact the Office of Residential Life at 212-774-0740.

1. Full Payment

In Person

Payment may be made via cash, check, money order, or credit card (VISA, MasterCard, Discover, American Express, or Debit Card) in the Center for Student Services.

By mail

Payments must be received by the designated due date above. Please include your social security number or student ID number on your check or money order and make it payable to Marymount Manhattan College. **DO NOT SEND CASH BY MAIL.** Credit card authorizations by mail must include the cardholder's signature as well as the address and zip code of where the credit card statement is mailed (this may be different from the student's mailing address).

**Mail payments to: Marymount Manhattan College
Center for Student Services
221 East 71 Street
NY, NY 10021**

2. Monthly Payment Plan

The College sponsors a monthly payment plan for the Summer, Fall and Spring semesters through e-Cashier, administered by NelNet Business Solutions. Availability of e-Cashier is determined by Marymount Manhattan College. Please be aware the college may elect not to have e-Cashier available during specific times and dates during registration.

Payment options are available online at
<http://www.mmm.edu/become/aid/paymentoptions>

NOTE: Payment plans are not available for January semesters.

3. Financial Aid Recipients

Only validated Financial Aid awards will appear on your invoice. If there is a discrepancy or aid is missing, call or visit the Center for Student Services. Balances not covered by financial aid must be paid by the designated due dates. In the event that aid is received after payment has been made, a refund will be issued according to federal regulations and based on the existing credit on account. For additional information, please refer to the section concerning the Refund Policy.

4. Third Party (Employer) Sponsorship

Students who wish to participate in the Third Party Sponsorship plan must complete a Third Party Sponsorship Agreement form, which is available in the Center for Student Services. Students must submit the form, along with a third party voucher/company letter, in lieu of actual payment. All paperwork must be submitted by the official payment deadline. Vouchers will only be accepted in lieu of payment as long as the sponsoring agent assumes responsibility for payment upon receiving an invoice and grades from the College.

5. Electronic Payment

Payment may be made by wire transfer to the bank account listed below. To ensure proper crediting of your account, please include the student name and id number on your correspondence.

Bank Routing Number (ABA): 021-0000-21
Bank Account Number: 616002238
Bank Name: JP MORGAN CHASE
55 Water Street
New York, NY 10041

Tuition and Fees (subject to change)

January 2009

| | |
|--------------------|-----------|
| Tuition per credit | \$ 663.00 |
| Registration fee | \$ 99.00 |

Fall 2008 Tuition Per Semester:

| | |
|----------------------------------------|--------------|
| Full-time (12-15 credits) per semester | \$ 10,374.00 |
| Part-time (1-11 credits) per credit | \$ 663.00 |
| Per credit in excess of 15 credits | \$ 663.00 |

Mandatory Fees* Per Semester:

| | |
|--------------------------------------------|-----------|
| Full-time Registration Fee | \$ 132.00 |
| Part-time Registration Fee | \$ 99.00 |
| Full time Library Usage Fee | \$ 165.00 |
| Part time Library Usage Fee | \$ 122.00 |
| Full time Technology Usage Fee | \$ 165.00 |
| Part time Technology Usage Fee | \$ 122.00 |
| Activity Fee, full time students | \$ 60.00 |
| Activity Fee, part time students | \$ 10.00 |
| New Student Orientation Fee (one time fee) | \$ 50.00 |

***Mandatory Fees are non-refundable upon withdrawal from classes.**

Housing and Meal Plan Rates (per semester):

55th Street, DeHirsch & The "V" Residences \$ 5330.00
 Meal plan (new & 2006-07 start term students) \$ 1,000
 Meal plan (all other continuing students) \$400 -1000

Miscellaneous Fees:

Audit, per credit \$ 331.00
 Audit, per credit Senior Citizen (non-refundable) \$ 167.00
 Audit, per credit Alumni (non-refundable) \$ 167.00
 Admission Application Fee \$ 60.00
 Bad Check Fee \$ 50.00
 Certification Fee \$ 50.00
 Change of Program Fee \$ 30.00
 Graduation Filing Fee \$ 175.00
 Health Insurance, Annual \$ 820.00
 Health Insurance, Spring only \$ 480.00
 Late Registration Fee \$ 175.00
 Late Payment Fee \$ 175.00

Additional special course fees are listed in the bulletin if applicable.

Deposits:

Tuition Deposit (First semester students only) \$ 200.00
 Housing Security Deposit \$ 250.00
 Housing Deposit (new student) \$ 500.00
 Housing Deposit (continuing student) \$ 500.00

Health Insurance Requirement

All full-time students, enrolled in at least 12 credits, are required to maintain adequate health insurance coverage. Students interested in enrolling in the College sponsored health insurance plan may do so by contacting the Office of Student Affairs. Students not interested in coverage through the College sponsored plan must complete a health insurance waiver form. For further information, please contact the Center for Student Services.

Additional Notes

- Personal checks are accepted as payment of tuition and fees. A charge of \$50 is assessed for each check returned unpaid by the bank. The College reserves the right to exclude the use of personal checks and may require payment by certified check or money order if an account is more than 90 days in arrears.
- Students in arrears to the College may not obtain academic transcripts or be permitted to register for additional semesters until all prior balances are paid in full. Payments received for subsequent terms will be applied to any outstanding balance due.
- Delinquency of outstanding balances, including those from payment plans, financial aid reductions, or third party billings, etc., are subject to collection by the College or its designated agents. There is no statute of limitations for outstanding financial obligations to Marymount Manhattan College. Student accounts that are sent to a collection agency may be subject to additional collection costs.

Tuition Cancellation Policy

An official withdrawal from any or all classes may entitle a student to a refund of tuition and fees paid or a reduction of costs incurred. **It is important to note that all charges and cancellations are based upon tuition commitments for the full semester.** The effective date of withdrawal and cancellation, if any, will be the date when formal application is filed with the Center for Student Services.

Students receiving financial aid who withdraw from school completely will have their aid eligibility re-calculated based on the federal formula for Title IV withdrawals.

Students using payment plans or receiving financial aid are responsible for completing all payments if a balance exists after cancellation of tuition. **Please note that all fees are non-refundable after the first day of the semester and only tuition will be cancelled according to the following schedule.**

Fall 2008

| Time of withdrawal | % of Cancellation | |
|---------------------|---------------------------|---------------|
| | Complete w/d tuition only | Partial w/d** |
| On or before 9/2/08 | 75 % | \$30 fee* |
| 9/3 -9/9/08 | 75 % | 75% |
| 9/10- 9/16/08 | 50% | 50% |
| 9/17- 9/23/08 | 25% | 25% |
| 9/24/08 and after | 0% | 0% |

*Program change fee is charged per transaction.
 **Change in status from full time to part time will incur forfeiture charges for the difference between the full time and part time tuition rate.

January 2009

| If you withdraw | % of Cancellation | |
|---------------------|-------------------|---------------|
| | Complete w/d | Partial w/d** |
| On or before 1/5/09 | full | \$30 fee* |
| 1/6 - 1/7/09 | 75 % | 75% |
| 1/8 - 1/9/09 | 50% | 50% |
| 1/10 - 1/11/09 | 25% | 25% |
| After 1/11/09 | 0% | 0% |

*Program change fee is charged per transaction.

Fall 2008 Housing and Meal Plan

Cancellation Policy *

| Time of withdrawal | % of cancellation |
|-----------------------------------|-------------------------------------------------------|
| On or before term start date.... | 75% housing and 85% of remaining balance of meal plan |
| During the first week of term.... | 0% housing and 85% of remaining balance of meal plan |
| After the first week of term..... | 0% housing and 50% of remaining balance of meal plan |

* For Summer and January review your housing contract for exact dates and amounts.

Refund Policy

Students with credit balances resulting from excess financial aid funds, tuition cancellations, etc., will be mailed a refund check within 14 days from the date of processing. Refund checks are mailed to the permanent home address on file unless different written instructions are received from the student. Credit balances resulting from the disbursement of Parent PLUS loans will be refunded directly to the parent unless the parent submits written instructions to the Center for Student Services. Students may request to apply their credit balance to future semester charges by completing the appropriate authorization form at the Center for Student Services.

When a student's registration status changes and he or she is a recipient of financial aid funds, the student's record may be reviewed by a financial aid counselor before a refund can be issued.