

EXPENSES & FINANCIAL AID

UNDERGRADUATE EXPENSES PER SEMESTER 2011-12

Tuition	\$12,760.00
Tuition for part-time students (i.e., taking fewer than 12 hours) or for each additional credit-hour above 18 (per credit hour)	\$895.00
<i>Tuition for course audit is half the price of regular credit courses on a per credit hour basis.</i>	
Summer School Tuition (per credit hour, 2011 session)	\$365.00
Single Occupancy Room and Board (per semester)	
Maurelian Hall Single and All Access	\$4,315.00
Rozier Hall Single and All Access	\$4,190.00
Stritch Hall Single and All Access	\$3,370.00
Living Learning Center Single and All Access	\$4,880.00
CBU Avery Apartments Single and All Access	\$4,645.00
CBU Capstone Apartments and All Access	\$4,900.00
CBU Avery Apartments Single and 100 Block Plan	\$4,090.00
CBU Capstone Apartments and 100 Block Plan	\$4,345.00
Double Occupancy Room and Board (per semester)	
Maurelian Hall Double and All Access	\$3,070.00
Rozier Hall Double and All Access	\$3,170.00
Stritch Hall Double and All Access	\$2,755.00
Living Learning Center Double and All Access	\$4,015.00
CBU Avery Apartments Double and All Access	\$3,470.00
CBU Avery Apartments Double and 100 Block Plan	\$2,915.00

OTHER FEES

Application Fee (Payable once only, non-refundable)	\$25.00
Application Fee, International Students (Payable once only, non-refundable)	\$50.00
Activity & Services Fee, Full-Time Day Students, per semester	\$120.00
Activity & Services Fee, Part-Time Day Students, per semester	\$50.00
Enrollment Fee (Tuition Deposit, Refundable through 5/1)	\$300.00
Late Registration Fee	\$150.00
Returning Student Room Deposit	\$300.00 - 500.00
Challenge Examination and Posting Charges	\$100.00
Student Teaching Fee (Education Majors)	\$150.00
Alternative Licensure/Administrative Practicum Mentoring Fee	\$625.00
Administrative Internship Fee	\$100.00
Technology Fee, Full-Time Day Student, per semester	\$175.00
Technology Fee, Part-Time Day Student, per semester	\$65.00
Graphing calculator for MATH courses, approximately	\$100.00
Experiential Credit Assessment Fee	\$50.00
Experiential Credit Posting Fee	\$100.00
Experiential Credit Undergraduate, per credit hour fee	\$100.00
Returned Check Charge	\$30.00
Graduation Fee (payable once per degree, non-refundable)	\$75.00

PROFESSIONAL STUDIES EXPENSES PER SEMESTER 2011-12

Undergraduate Tuition (per credit hour)	\$485.00
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OTHER FEES

Application Fee (Payable once only, non-refundable)	\$25.00
Activity & Services Fee, per semester	\$25.00
Technology Fee, per semester	\$50.00
Student Teaching Fee (Education Majors)	\$150.00
Returned Check Charge	\$30.00
Late Registration Fee	\$150.00

All tuition and fees are subject to change at any time when circumstances so warrant. Information on indirect costs (books, transportation, etc.) is available in the Student Financial Assistance Office.

SETTLING OF FINANCIAL ACCOUNTS

The administration of business and financial affairs is under the supervision of the Controller of the University.

Payment of full tuition and fees for non-boarders and payment of full tuition, fees, and full room and board for boarders will be required before classes begin each semester or evening term unless students are on one of the three deferred payment plans that are offered. Visa, MasterCard, and Discover are accepted for payment up to the approved limit for charges to these accounts.

Day Students who have not settled their financial accounts by the fifth class day of the semester will have their schedules dropped from the University. Upon reinstatement of their original schedule, they will be charged a \$150.00 late registration fee.

Evening students who fail to settle their financial accounts during the first week of each session will have their schedules dropped from the University. Upon reinstatement of their original schedule, they will be charged a \$150.00 late registration fee.

Additional fees (including lab fees) will be presented in a separate bill and will be payable upon presentation.

A non-refundable **APPLICATION FEE** of \$25.00 must accompany the application for admission. Upon notification of acceptance, day applicants must submit an **ENROLLMENT FEE** of \$300.00. This will ensure a place in the University.

Returning residence hall students are required to make a \$300.00 (double in Avery, Maurelian, Rozier, and Stritch), \$400.00 (single in Avery, Maurelian, Rozier, and Stritch) or a \$500.00 (Capstone) room reservation deposit in the spring to reserve a residence hall room for the following academic year.

Students who enter at the second semester are subject to the same financial requirements listed herein.

A SECURITY DEPOSIT is required of all first time resident students. This must be paid regardless of the scholarship or student aid arrangements with the University. The security deposit will be refunded at the end of the senior year or at the time of withdrawal from the University.

CONTRACT CANCELLATION FEE: Fall housing contracts are for the full academic year (exception: students graduating in the Fall semester or students withdrawing from the University). A \$500.00 breach of contract fee will be assessed for students who do not return to the residence halls for the spring semester. Prior to August 1, any continuing student who wishes to cancel his/her residence hall contract must submit a letter in writing to the Office of Student Life and receive approval from the Director of Residence Life. All continuing students cancelling prior to the August 1st deadline will be responsible for a \$300.00 cancellation fee. After the August 1 date, any resident student who enrolls in classes at the University will be responsible for room and board charges for the semester. Exemptions to this policy may be made only by the Vice President of Academics.

Any incoming freshman or transfer student who wishes to cancel his/her residence hall contract must submit a letter in writing to the Office of Student Life and receive approval from the Director of Residence Life. After May 1, deposits are non-refundable. After August 1, any freshman or transfer student will be responsible for room and board charges if he/she remains enrolled in classes. Exceptions to this policy may be made only by the Vice President of Academics.

No diploma, transcript of credit, or information concerning academic or disciplinary record is given until the student's account has been settled.

Students with accounts in arrears may be excluded from final examinations, graduation ceremonies, issuance of academic documents and records, and readmission to future academic programs until the accounts in arrears are paid in full. There is a one percent monthly interest charge on all delinquent accounts.

POLICY FOR WITHDRAWAL FROM CLASS

All requests for course withdrawals, both complete and partial, must be submitted to the Office of the Registrar by the student. These requests are made by completing the online "Withdrawal" form located on the Registrar's Web page. Anyone requesting a "complete withdrawal" will be required to come to the Registrar's Office to secure the necessary signatures to complete the withdrawal process.

The necessary information needed is Name, Student ID, Phone Number during the day, whether receiving Financial Assistance, whether the student receives or has ever received the HOPE Lottery Scholarship, Name of Class(es), Name of Instructor(s), Date of Last Attendance, Name of Advisor, whether an athlete or not, whether an international student or not, and whether receiving VA benefits or not. The date of the online form will count as the official date of notification for processing the withdrawal. The instructor will be contacted for the date of last attendance, but the official notification date for processing the withdrawal will be the date of notification. This is the date that will be used by all offices for processing the withdrawal and any refunds.

TUITION ADJUSTMENT POLICY FOR WITHDRAWAL FROM CLASS

NO TUITION ADJUSTMENT CALCULATION WILL BE APPLICABLE UNLESS A STUDENT COMPLETELY WITHDRAWS FROM ALL REGISTERED CLASSES.

The Institutional Tuition Adjustment Policy percentage for complete withdrawal from CBU is calculated by dividing the number of days completed in the semester (or applicable term), as of the date of official withdrawal (the date the student submits the withdrawal form to the Registrar), by the number of days in the semester (or applicable term) exclusive of breaks of five or more days.

No adjustment will be made if a student has completed more than sixty percent (60%) of a semester or an 8-week term. Advance deposits (including Application Fees and Tuition Deposits) are non-refundable.

The following schedules apply to Fall & Spring Terms ONLY. Summer sessions and special workshops will be on a TBA basis.

A. Day Undergraduate or MEM, MSEM, MACS Graduate Students. The following schedule will be used when calculating tuition adjustments for all students classified as Day undergraduate or MEM graduate students regardless of when their classes begin*:

Official Notification Date During the Semester:	Percentage of Tuition
Drop/Add Period of Semester.....	100%
First 25% of Semester.....	50%
26-60% of Semester	25%
Over 60% of Semester.....	No Adjustment

B. Evening Undergraduate or MBA, MEd, MAT, or MSEL Graduate Students (First 8-Week Term Only). The following schedule will be used when calculating tuition adjustments for all students classified as Evening undergraduate or MBA, MEd, MAT, MSEL graduate students and who are ONLY enrolled in the first 8-week term of a semester*:

Official Notification Date During First 8-Week Term:	Percentage of Tuition
Drop/Add Period of 1st 8-Week Term	100%
First 25% of 1st 8-Week Term	50%
26-60% of 1st 8-Week Term.....	25%
60% of 1st 8-Week Term.....	No Adjustment

C. Evening Undergraduate or MBA, MEd, MAT, or MSEL Graduate Students (Second 8-Week Term Only). The following schedule will be used when calculating tuition adjustments for all students classified as Evening undergraduate or MBA, MEd, MAT, MSEL graduate students and who are ONLY enrolled in the second 8-week term of a semester*:

Official Notification Date During Second 8-Week Term:	Percentage of Tuition
Drop/Add Period of 2nd 8-Week Term.....	100%
First 25% of 2nd 8-Week Term	50%
26-60% of 2nd 8-Week Term.....	25%
Over 60% of 2nd 8-Week Term.....	No Adjustment

D. Evening Undergraduate or MBA, MEd, MAT, or MSEL Graduate Students (Both First & Second 8-Week Terms). The following schedule will be used when calculating tuition adjustments for all students classified as Evening undergraduate or MBA, MEd, MAT graduate students and who are enrolled in BOTH 8-week terms (first 8 week and second 8 week term) of a semester*:

Official Notification Date During First or Second 8-Week Terms:.....	Percentage of Tuition
Drop/Add Period of 1st 8-Week Term	100%
First 25% of 1st 8-Week Term.....	50% of 1st 8-Week Term Classes 100% of 2nd 8-Week Term Classes
26-60% of 1st 8-Week Term.....	25% of 1st 8-Week Term Classes 100% of 2nd 8-Week Term Classes
Over 60% of the 1st 8-Week Term and Prior to the Beginning of the 2nd 8-Week Term	No Adjustment for 1st 8-Week Term Classes 75% of 2nd 8-Week Term Classes
Drop/Add Period of 2nd 8-Week Term	No Adjustment for 1st 8-Week Term Classes 50% of 2nd 8-Week Term Classes
First 25% of 2nd 8-week Term	No Adjustment for 1st 8-Week Term Classes 25% of 2nd 8-Week Term Classes
After 25% of 2nd 8-Week Term	No Adjustment for 1st 8-Week Term Classes No Adjustment for 2nd 8-Week Term Classes

Adjustments will be applied in the following order:

- Institutional Scholarships and Grants
- CBU Loans
- Student Payments
- Outside Scholarships
- Alternative Loans
- State Grants
- Lottery Scholarships

* There is an administrative fee retained by CBU for all complete withdrawals. It is the lesser of a) \$100.00 or b) 5% of Institutional Charges.

RETURN OF FEDERAL TITLE IV FUNDS

If a student completely withdraws from CBU, the unearned amount of Federal Financial funds must be returned to the appropriate Federal Financial Assistance programs. The unearned amount of the Federal Financial Assistance is calculated by dividing the number of days completed in the term, as of the date of official withdrawal, by the number of days in the term, exclusive of breaks of five or more days. No refund is required if the student has completed more than sixty percent (60%) of the term. All unofficial withdrawals will be calculated at fifty percent (50%).

An unofficial withdrawal happens when a student stops attending classes and receives a zero GPA for that term/semester. CBU is required to calculate a return of Title IV funds (Stafford, PLUS loans, Pell grants). This may create a tuition liability for the student resulting in their owing CBU money unless they can prove that they attended at least one class past the sixty percent point of the term/semester.

The United States Department of Education requires the following order to the Federal Assistance programs:

- Unsubsidized Direct Loans
- Subsidized Direct Loans
- Federal Perkins Loans
- Federal Plus Loans
- Federal Pell Grants
- Federal SEOG
- Other Federal Financial Assistance programs

Examples of the refund calculations for the Federal Financial Assistance are available in the Business Office during normal working hours.

DEFERRED PAYMENT OF EDUCATION COSTS

For students and parents who find it necessary to pay educational expenses in monthly installments, payment plans are available through the University. Any student interested in any of these plans should inquire in the Business Office, Christian Brothers University. All deferred plans have interest calculated at 1% per month on the student's outstanding balance.

All Federal Student Loan checks and institutional loan checks must be deposited into the student's account. If the posting of any check(s) creates a credit balance on the student's account, the student may request a refund following the Add/Drop period, after all charges and financial aid have been posted.

ACADEMIC SCHOLARSHIPS AND OTHER AWARDS

Academic scholarships are awarded by the Admissions Office based on performance in high school or in the case of transfers at a prior institution. Other scholarships are awarded on the basis of published criteria. Please contact the Admissions Office or the Student Financial Assistance Office or visit www.cbu.edu for more information.

RETENTION OF SCHOLARSHIPS AND OTHER AWARDS

The Buckman, Trustee, Presidential and Dean's Scholarships require a 2.75 cumulative GPA by the end of the sophomore year for renewal.

The University, Rozier, and Lasallian Achievement Awards require Satisfactory Academic Progress to be retained. These awards are renewable until graduation as long as the renewal criteria are met and the student is full-time in the same program (i.e., Day, Evening). Awards may be prorated during the last term for graduating seniors if they do not need a full-time course load to graduate. Students must notify the Student Financial Assistance Office. Scholarships and awards cannot be used during the summer term. Performance and athletic scholarships are renewable at the discretion of the person giving that award (i.e., performing arts directors and coaches).

NAMED SCHOLARSHIPS AND AWARDS

In many cases students will find that their CBU awarded scholarship has been given a particular name. This is done to honor those friends of the University who have donated some or all of the funding for a scholarship. These names come from two sources: established endowments or annual gifts. If a student's scholarship or academic award is given a name, this does not change the student's award but acknowledges the source of the resources making the scholarship possible. In most cases, the student will be encouraged to either write to or meet with the donor.

FINANCIAL ASSISTANCE

Christian Brothers University is committed to being a partner along with the student and family in financing a CBU education. Resources may also be supplied by the state or federal government or private donors. After acceptance to the University, students are encouraged to fill out the Free Application for Federal Student Aid (FAFSA) form and to submit this at www.fafsa.gov.

Components of the financial aid package may include scholarships, academic awards, federal or state grants, University and privately funded grants, federal, University or private loans, and student employment. The University will work with each student and family to find those packages best suited to individual needs and circumstances.

To continue federal and state awards once the student is enrolled, he/she must meet the requirements of the Financial Aid Satisfactory Progress Policy established in compliance with Federal regulations and available to students in the Student Handbook.

Federal regulations require that at least 30% of those students applying for Title IV aid go through a process of verification. This will be indicated on the Student Aid Report the student receives from the central processor. Documents needed to complete the verification process (such as tax returns) will be requested from the student. Policies concerning the verification process are available in the Student Financial Assistance Office.