

## Tuition Charges

Full-Time Tuition (12-15 Credit Hours Per Semester)	\$4,950.00
Tuition (Per Credit Hour)	\$330.00

## Tuition Payment, Adjustments, and Refunds

### Tuition Payments

All students are required to either pay for their semester in full or enter a payment plan for the entirety of their remaining balance prior to the start of the semester. Any student whose account has not been paid in full or set up a payment plan by the add/drop deadline each semester will not be permitted to enter/access classes and have their registration voided.

### Add/Drop Adjustments

Clear Creek maintains a policy for refund in such situations as:

- The student fails to enter the course.
- The student withdraws from the course.
- The student can change their enrollment status by adding courses until the second week of on-campus classes. If hours are dropped below 12, Pell and Scholarships will be adjusted. Hours dropped between 12 and 15 hours will require no billing or financial aid adjustments.

### Tuition Refunds

Refunds will be made in accordance with U. S. Regulation 34 CFR 668.22 and the Federal Student Financial Aid Handbook as follows:

- 100% - withdrawal on 1st day of class (less permitted fee of \$100 or 5% of charges - whichever is less).
- After the first day of class, refunds will be calculated by dividing the number of days attended (first day of class through withdrawal date, including weekends) divided by the total number of days in the semester (including weekends but minus spring and fall breaks of more than five consecutive days). This percentage will be used to determine the amount of tuition the student will be responsible for, while the remainder will be refunded to the student's account. This process is used by the Department to determine the amount of Pell the student earned and what portion must be returned by the university and is provided by the Department's R2 T4 software.
  - If a student withdraws before the first day of class, no SFA funds may be used to pay any portion of costs, no matter what refund policy a school uses.
  - A school may exclude from the Institutional charges a reasonable administrative fee, not to exceed \$100.00 or 5% of total charges, whichever is less. Also, a school may exclude documented costs to the school of any non-returnable equipment or returnable equipment that was not returned in good condition within twenty days of withdrawal.



- Withdrawal is not complete until the student has received a copy of the completed withdrawal form. A forwarding address form must be completed and returned to the Business Office.
- Day after 60% of enrollment – NO REFUND

## Charges and Fees

### Non-Refundable Charges

Application for Admission	<b>\$50.00</b>
Car Tag (Per Vehicle)	<b>\$10.00</b>
Graduation Application	<b>\$100.00</b>
Key Replacement – Mailbox	<b>\$5.00</b>
Key Replacement – Housing	<b>\$15.00</b>
Parking/Traffic Violation	<b>\$10.00</b>
(If Not Paid Within 24 Hours)	<b>\$15.00</b>

Reapplication for Family Housing	<b>\$10.00</b>
Returned Check/ACH (per check)	<b>\$13.00</b>
Schedule Change	<b>\$20.00</b>
Student Identification and Library Card (Replacement)	<b>\$20.00</b>
Transcript Evaluation	<b>\$10.00</b>

### Non-Refundable Fees

Audit Fee (Per Hour)	<b>\$100.00</b>
Class Music Fee	<b>\$50.00</b>
Directed Independent Study	<b>\$100.00</b>
Developmental Course Fee	<b>\$300.00</b>
Health Service Fee	<b>\$60.00</b>

Housing Application Fee	<b>\$50.00</b>
Late Registration Fee	<b>\$50.00</b>
Private Music Fee	<b>\$200.00</b>
Program Change Fee	<b>\$100.00</b>
Registration Fee	<b>\$50.00</b>

### Non-Refundable Fees | Student Resource Fee

Technology Hardware and Software Resources, PerLego Research Library, Library Resources, Access to Campus Resources (Family Life Center, Health Clinic, Mail Room Services, Etc.)

Full-Time (12+ Hours)	<b>\$500.00</b>
Part-Time (0 – 11.5 Hours) or	<b>\$350.00</b>
Non-Degree (0 – 6.5 Hours)	<b>\$250.00</b>



## Housing Rates

### Students with Families

Student Rates	\$300.00 – \$450.00
Security Deposit (Paid When Keys Are Issued)	One Month's Rent

All rates include rent, water, sewer, and garbage. Each student must deal with Kentucky Utilities Company directly for electric service, the telephone company for telephone service, and Delta Gas for gas service.

### Single Students

Kelly Hall/Melzoni-Alumni Resident	\$1,950 (Per Semester 6 months)
Commuter	\$20.00 (Per Night)

### Kelly Hall Guest Charges

1 Bedroom Apartment	\$50.00 (Per Night)
2 Bedroom Apartment	\$65.00 (Per Night)
3 Bedroom Apartment	\$80.00 (Per Night)
Guest Room	\$30.00 (Per Person, Per Night)
Dorm Room	\$25.00 (Per Person, Per Night)

Note: There is no charge for children aged 17 or under if they stay in the same room with their parents.

## Student Housing Policies

### Rent

Rent for family housing is charged each semester on the following basis: fall semester (July–December) and spring semester (January–June).



## Student Housing Policies Continued

### Security Deposit | Family Students

A security deposit of one month's rent must be paid by each resident planning to live in campus-owned housing and must be paid before keys are issued. Before a student moves in, a check-in inspection is conducted by a representative of the Physical Plant accompanied by each new tenant. A housing inspection checklist is reviewed and signed by both.

Security deposits are refunded after the student moves if the following guidelines are met:

- Student graduates and premises are left in the same condition as they were found.
- Students moving before graduation must give written notice of the moving date, and premises are left in the same condition as they were found.
- All keys, including mailbox keys, have been turned in, and a forwarding address form must be on file in the Business Office.
- The student has a zero or credit balance on their account. If not, the security deposit is applied to the outstanding balance. If a married couple are both students, both accounts must be paid for in full.

### Vacating Student Housing

It is necessary for students who graduate to vacate student housing one month after the completion of their final semester.

A written request must be submitted to the Physical Plant office for family housing or Student Life office for single housing to stay beyond the deadline. Each submission will be answered in writing by the respective office. Students completing course requirements in December must vacate student housing by December 31st (Monday following graduation for single student housing).

Any student who moves before they graduate is required to give a 30-day written notice to the Physical Plant for family housing or to Student life for single housing. Failure to give written notice will result in forfeiture of the security deposit.

### Refunds

Campus housing will be prorated based upon the policies found in the Student Handbook regarding family housing.



Student Housing Policies Continued

Single and Commuter Student Housing

Male full-time residents and male commuters are housed in Kelly Hall. Female full-time residents and female commuters are housed in Melzoni/Alumni Hall.

A security deposit of \$100 for full-time students must be paid to the Student Life office before the keys are issued. The Student Life Director must be notified in writing by July 1<sup>st</sup> if the student plans not to return or forfeit their deposit.

See the Kelly Hall/Melzoni-Alumni Apartments Handbook or Student Handbook for more information. The Student Life Director reserves the right to consolidate empty living spaces or make reassignments when vacancies occur.

Meals

Kelly Hall offers one meal plan, which is a breakfast and lunch Monday-Friday meal plan. **All on-campus students will be assessed a meal plan charge; however, this meal plan is covered through Financial Aid.**

Meal Plan Rates and Times	
Breakfast & Lunch	\$1,615.00 (For 17 weeks, orientation week is included)
Food Service Times	Mon.-Fri. Breakfast from 7:00 am to 8:30 am Mon.-Fri. Lunch from 12:00 pm to 1:00 pm

Meal plans are calculated based on an \$9.50 per meal rate.

**Cash Plan:** Single meals may be purchased for \$10.50 each. **Friday Lunches:** Due to the close of business at noon on Fridays, students must place their Friday lunch order with the Director of Food Services by Tuesday at 1:00 pm each week.

The college reserves the right to alter or amend, at its discretion, any of the information on this fee sheet.

