Tuition and Fees

FINANCIAL INFORMATION

Tuition and fees are subject to annual increases at the discretion of the Board of Trustees. Tuition and fees charges listed below are in effect as of May 14, 2012. Monmouth University reserves the right to alter any and all charges and to do so within the academic year.

Monmouth University (on campus)
TUITION AND FEES PER SEMESTER
May 14, 2012

It should be noted that more than 80% of Monmouth University students are eligible for Financial Aid. Depending upon family financial circumstances—regardless of income—actual costs could be considerably less than published student charges. Inquiries should be directed to the Office of Financial Aid.

TUITION AND FEES PER SEMESTER
Effective May 14, 2012, for the Summer 2012, Fall 2012, and Spring 2013 Semesters

TUITION

• UNDERGRADUATE
  12 - 18 credits ......................$14,541.00 ($314.00*)
  Each credit in excess of 18 ...........$842.00/credit ($314.00*)
  9 - 11.5 credits .................$842.00/credit ($314.00*)
  Less than 9 credits .............$842.00/credit ($157.00*)
  Auditor Program ....................$280.00/credit
  Summer Session ....................$712.00/credit

• GRADUATE
  9 or more credits .............$922.00/credit ($314.00*)
  Less than 9 credits .............$922.00/credit ($157.00*)
  Auditor Program ....................$308.00/credit
  Summer Session ....................$932.00/credit

• SENIOR CITIZENS (Undergraduate and Graduate)
  9 or more credits .............$242.00/credit ($314.00*)
  Less than 9 credits .............$242.00/credit ($157.00*)

* The Comprehensive Fee includes services provided by: Student Center, Student Activities, Health Center, Intercollegiate and Intramural Athletics, Placement, Counseling, and Registration.
Tuition and Fees

- **RESIDENCE HALLS**

  Spruce/Willow/Cedar/Laurel/Beechwood
  Single Room .........................................3,916.00
  Double Room ........................................3,085.00
  Triple Room ..........................................2,316.00

  Elmwood/Pinewood
  Single Room, small...............................3,058.00
  Single Room .........................................3,890.00
  Double Room........................................3,085.00
  Triple Room ..........................................2,290.00

  Oakwood/Redwood
  Double Room........................................3,823.00
  Triple Room ..........................................2,794.00

  Garden Apartment...................................4,403.00

  Great Lawn/Maplewood
  Double Room........................................3,974.00
  Triple Room ..........................................3,138.00

  Birch Triple ...........................................2,290.00

  Mullaney Hall
  Double...................................................3,293.00
  Triple .....................................................2,581.00

  Fountain Gardens
  Double Room........................................4,107.00
  Quad Room .............................................3,677.00

- **Pier Village**

  Double - Annual Contract** .......................10,609.00
  **Billed in four cycles, see below:
  Summer session A 464.00
  Summer session E 1,701.00
  Fall 3,990.00
  Spring 4,454.00

- **Diplomat Apartments**

  Double - Per Semester.............................4,262.00
  Double - Annual Contract** ....................9,915.00
  **Billed in four cycles, see below:
  Summer session A 434.00
  Summer session E 1,590.00
  Fall 3,729.00
  Spring 4,162.00

- **Intersession Housing**

  Residence Halls ......................................179.00
  Apartments.............................................289.00

- **Study Abroad:**

  Florence - Italy (room charge)
  Double – Fall ..........................................3,300.00
  Double – Summer .....................................1,000.00

  Regent’s College - London (room and board)
  Single ...................................................6,578.00
  Double ...................................................5,320.00
  Triple ....................................................4,904.00

  Macquarie University - Australia
  Single ....................................................5,500.00

  Spain (Summer)
  Double room charge................................1,435.00

  CONTRACT CANCELLATION FEE .............500.00

- **BOARD**

  (All fees are nonrefundable unless otherwise noted.)
  Application Fee........................................50.00
  International Application Fee...................50.00
  Fall Orientation Fee
  (full-time, new undergraduate) .............200.00
  Spring Orientation Fee
  (full-time, new undergraduate) .............75.00
  Late Registration Fee..............................50.00
  Late Payment Fee...................................50.00
  Physical Education Fee (refundable) ........30.00
  Lab/Studio Fee A (refundable)...............100.00
  Lab/Studio Fee B (refundable) .............80.00
  Lab/Studio Fee C (refundable) .............60.00
  Lab/Studio Fee D (refundable) .............40.00
  Lab/Studio Fee E (refundable) .............20.00
  Study Abroad Fee ................................135.00
  Returned Check Fee ................................25.00
  Cooperative Education Fee....................45.00
  Study Abroad Administration Fee -
  Fall or Spring........................................250.00
  Student Teacher Early Field Experience Fee...60.00
  Student Teaching Field Experience Fee ......300.00

  PORTFOLIO ASSESSMENT FEES (per course)
  Workshop ...............................................30.00
  Assessment per academic area .............225.00

  CREDIT BY EXAMINATION FEES
  Application Fee per course ......................15.00
Undergraduate per credit...............................1/3 cr. rate
Graduate per credit......................................1/3 cr. rate

SUMMER SESSION FEES
Workshop Fee per hour (refundable)..............35.00
Study Abroad Administration Fee - Summer........125.00

SUMMER ROOM RATES
Residence Hall - per week...............................179.00
Garden Apartment - per week..........................223.00
Great Lawn Apartment - per week......................223.00
Diplomat Apartment – per week......................241.00

PARKING FEES
Resident (per year)*.....................................350.00
Resident (spring only)...................................175.00
Late Registration (per year)............................50.00

* Resident students who do not remain in on-campus housing in
the spring may file a waiver requesting credit of 1/2 the annual
parking fee.

Explanation of Tuition, Fees, and Deposits

Tuition Charges: Undergraduate students
are billed according to their status as matriculated
full-time or part-time students. Full-time undergradu-
ate students will be billed, upon registering for a
given semester, for tuition at the full-time rate; those
who register for more than eighteen credits will have
an additional charge for each credit over eighteen,
billed at the part-time rate. Part-time students are
billed at the per-credit rate. Undergraduate students
wishing to change status must process a Request to
Change Enrollment Status form with the Office of the
Bursar. In addition, part-time, nonmatriculated stu-
dents must receive approval of the Office of
Undergraduate Admission before a change to full-
time status can be processed.

Under this policy, undergraduate students
whose status is full time will be billed at the full-time
rate, regardless of the number of credits for which
they are registered, until a Request to Change
Enrollment Status form is processed. If a full-time
student fails to register for a full-time load by the end
of the registration period, the University will adjust
the billing and change the student’s status accord-
ingly. An undergraduate student whose status is part-
time will be billed at the part-time per-credit rate,
unless registered for twelve or more credits (then the
student will be billed at the full-time rate). Summer
tuition will be billed at the per-credit rate regardless
of status.

Financial Aid awards will be based on the
student’s status, and students should be aware that
change in status may affect Financial Aid eligibility.

Graduate students are assessed tuition on a
per-credit basis.

Comprehensive Fee: The Comprehensive
Fee includes services provided by the Student
Center, Student Activities, Health Center,
Intercollegiate and Intramural Athletics, Placement,
Counseling, and Registration.

Application Fee: This nonrefundable fee is
for the cost of processing undergraduate and gradu-
ate applications.

Acceptance Deposit: This deposit must be
paid by all new full-time undergraduate students
(twelve or more credits) prior to registration.
Acceptance deposits paid by transfer students are
not refundable. Acceptance deposits paid by fresh-
men for the fall semester are refundable until May 1.

Orientation Fee: This fee is charged to new
students to cover the expenses of the orientation pro-
gram.

Late Registration Fee: A fee is charged to
all continuing or former students who receive per-
mission to register for course work after the close of
the regular registration period.

Late Payment Fee: A fee is charged to all
students who have not properly made final financial
arrangements with the Bursar by the payment due
date.

Parking Fee: This fee is charged to all resi-
dent students who register a motor vehicle with the
campus police. Failure to register vehicles will result
in parking fines.

Returned Check Fee: A fee is charged for
each uncollectible check issued to the University.

Residence Hall Room Reservation Deposit:
Students who wish to reserve space in the residence
halls are required to forward a $150 room reservation
deposit and signed contract prior to registration. The
$150 is applied as a credit toward room rent.

Residence Hall Contract Cancellation Fee:
This fee is charged to students who have con-
tacted to reserve space in the residence hall and fail
to cancel that contract prior to June 1. This fee is in
addition to forfeiture of the room reservation deposit.
Physical Education Fee: This fee is for the use of equipment required in the physical education program.

Laboratory and Studio Fee: This fee is charged in addition to the tuition for each laboratory or studio course. It covers costs of additional class hours and special materials.

Credit by Examination Fee: This fee is for the administrative and personnel costs for the Credit by Examination program.

Portfolio Assessment Fee: This fee is for the administrative and personnel costs for the Portfolio Assessment program.

Study Abroad Fee: This fee is charged to Monmouth University students who have been granted permission to enroll in a Study Abroad program sponsored by another college or university.

Student Teacher Early Field Experience Fee: This fee is charged to education majors to offset the expense of the early field experience.

Student Teaching Field Experience Fee: This fee is charged to education majors to offset the expense of student teaching.

Terms of Payment
Payment of fall semester charges are due in August, and spring semester charges are due in December. Specific dates are set annually and can be viewed on the Bursar Web page under “Payment Deadlines.”


Check or Money Order: accepted in person, as above, or mailed in the envelope that is enclosed with your bill. The student’s ID number must be written on all checks and money orders. Credit Cards: Visa, MasterCard, Discover, and American Express are accepted. You may fill out the form included with your bill and return it in the envelope, also provided. This form of payment is also accepted both in person and over the phone. The person to whom the credit card is issued must call. Online: by electronic check or credit card by either logging into your WEBstudent account and selecting “Account Summary” (if you have a balance due, a button will appear at the bottom of the screen to allow you to make an online payment), or accessing our Electronic Payment Gateway. Be prepared to fill in the student’s ID number, first name, last name, and then follow the remaining steps.

A student who becomes delinquent in payments due during the year may be barred from classes. Financial clearance must be met for a student to graduate or receive transcripts, either official or unofficial (student copy).

If payment is not made as required, the student may not be allowed to register for future semesters/terms until the outstanding balance is satisfied. In addition, all collection costs and fees, including, but not limited to, attorneys’ fees incurred by the University, will be paid by the student.

Tuition Payment Plan
To accommodate parents and students who prefer to pay for educational expenses in monthly installments, the following plan is available as of April 1 for the upcoming school year. The University reserves the right to alter the programs accepted from time to time.

The following organization is not affiliated with Monmouth University, and any questions regarding the tuition plans should be directed to the address below:

Tuition Management Systems
P.O. Box 842722
Boston, MA 02284-2722
Phone: (800) 356-8329
Web site: www.afford.com

REFUND POLICY
• Summer Sessions
Refunds, upon withdrawal from summer sessions, will be made according to the policy stated below:

• Students who withdraw from a four-week or six-week summer session within the first week of the session will receive 100% refunds. Withdrawals after the first week are not eligible for refunds.

• Students who withdraw from a nine-week or twelve-week summer session within the first week of the session will receive 100% refunds. Fifty-percent refunds will be given if courses are withdrawn in the second week. Withdrawals after the second week are not eligible for refunds.
REFUND POLICY FOR COMPLETE WITHDRAWALS

- Fall and Spring Semesters

   Tuition and fees, including room and board fees, will be refunded upon complete withdrawal from all semester courses according to the policy stated below:

   Students who withdraw completely from the University after the opening of classes will receive 100% refunds (less a $500 cancellation fee as detailed in the Housing Contract) through the end of the first week of the semester. Students who withdraw completely after the first week of the semester will receive pro-rata refunds (less a $500 cancellation fee as detailed in the Housing Contract) calculated on the basis of days enrolled through the sixtieth percent point in the semester. Example: For a semester consisting of seventy-five days, the sixtieth percent point would be the forty-fifth day. Note that weekends are not included toward days counted. Please refer to the Registration Information online at http://www.monmouth.edu/registrar/registration_information/default.asp for semester start and end dates. Withdrawals after the sixtieth percent point in the semester are not eligible for refunds.

   All refunds will be based on the official date of withdrawal, which is the date the completed withdrawal eFORM or an e-mail message (e-mail must be from the student’s University e-mail account and sent to registrar@monmouth.edu) is received by the Office of Registration and Records (ORR). The University encourages students to make notification of withdrawal in writing as outlined above; however, verbal communication in the form of a phone call to the ORR will be accepted within the following guidelines:

   • The call must be made during business hours (Monday through Friday, 9 a.m. to 5 p.m.).
   • The call must be communicated by the student (not a parent or designate) directly to ORR personnel. Voice messages will not be accepted.
   • The student must provide name, last four digits of his or her social security number, and his or her unique Monmouth student ID number.
   • Telephone withdrawals will be confirmed by the ORR.
   • The student is responsible for ensuring that the withdrawal is communicated to the ORR.

   • International students cannot use e-mail or telephone contact with the ORR.
   International students must coordinate registrations and withdrawals with the Office of International Student Services.

   Pro-rata percentages are applied against tuition, comprehensive fee, lab fee, orientation fee, and room and board fees (less a $500 cancellation fee for students who have contracted for housing). The resulting amount is then compared to any student payments that may have been made with the difference being the amount still due the University or the amount available to be refunded. There will be no refunding of moneys paid for health insurance, books, supplies, damages, fines, or other fees not mentioned above. Any amount available for refund will be returned to its sources. Federal Title IV aid, state aid, and University aid will receive refunds prior to any refund being paid to the student.

REFUND POLICY—COMPLETE WITHDRAWAL

IMPORTANT NOTICE FOR STUDENTS WITH FEDERAL STUDENT FINANCIAL ASSISTANCE

Under new regulations that implement the Higher Education Amendments of 1998, students who completely withdraw from the University are responsible for repaying the unearned portion of loans and grants received in excess of charges to their student account directly to the federal government. Failure to return unearned grant funds to the U.S. Department of Education may result in the student becoming ineligible for financial aid in future academic years. Students who have been advised that they have unearned grant funds should contact the Office of Financial Aid, 732-571-3463, for information regarding making repayment arrangements with the U.S. Department of Education. Loans are to be repaid by the student in accordance with terms of their promissory note.

If the amount of aid credited to a student's account at the time of withdrawal is less than the amount of aid earned based on the proportion of the semester that the student was enrolled, a post-withdrawal disbursement of aid can be made. If there are outstanding charges on the student’s account, the University will make the post-withdrawal disbursement to the student’s account. If there are no outstanding charges on the student’s account, the University must notify the student regarding the avail-
The student must inform the University within fourteen days of this notification as to whether the student wishes to receive the post-withdrawal disbursement. No post-withdrawal disbursement will be made unless the University receives a response from the student within this timeframe.

**REFUND POLICY FOR PARTIAL WITHDRAWALS**
- *Fall and Spring Semesters*

  All refunds will be based on the **official date of withdrawal**, which is the date the completed withdrawal eFORM is received by the Office of Registration and Records (ORR). E-mail or verbal communication **will not** be accepted for communicating partial withdrawals to ORR. Only the completed withdrawal eFORM will be accepted.

  **Full-time undergraduate students** who are registered for twelve to eighteen credits in the semester are not entitled to any refund when withdrawing from one or more, but not all, courses after the first week of the semester. If the student drops below twelve credits prior to the end of the first week of the semester, the student’s status will be changed to part-time, and the student will be billed at the per-credit rate. Full-time undergraduate students should note that enrolling for fewer than twelve credits may affect eligibility for financial aid. Those students who are registered for credits in excess of eighteen will be entitled to refunds for tuition paid for credits in excess of eighteen according to the partial withdrawal refund schedule for part-time undergraduate students and graduate students, which follows below.

  **Part-time undergraduate students and all graduate students** who withdraw from one or more courses during the semester while remaining registered for one or more courses are entitled to 100% refunds on the courses dropped if the courses are dropped during the first week of the semester or on the day following the first class meeting. Fifty-percent refunds will be given if the courses are withdrawn from during the second week. Withdrawals after the second week are not eligible for refunds.

**HOUSING CONTRACT: REFUND SCHEDULE**

Students who change housing and/or board arrangements during the semester while continuing as students at Monmouth University are eligible only for such refunds (less a $500 cancellation fee as detailed in the Housing Contract) as established by the Office of Residential Life. Further information on this process is available from the Office of Residential Life at 732-571-3465.

**APPEAL POLICY FOR REFUNDS**

Appeals for exceptions to the Refund Policy should be made in writing to the Assistant to the Vice President for Student Financial Appeals within one year of the beginning of the semester in question. Information about this process is available from the Office of the Vice President of Finance at 732-571-3427. Further information or explanation of the Refund Policy is available from the Office of the Bursar or online at http://www.monmouth.edu/student/bursar/refundappeal.asp.

Students filing appeals for exceptions to the University Refund Policy are advised that there is a possibility that the amount of Financial Aid they may receive, or may have received, may be adversely affected. Students are advised that it is their responsibility to meet with a representative from the Financial Aid Office to see how filing an appeal will affect their financial aid package.