

# 2011-2012 Tuition & Fees Brochure

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## Office of the Bursar

Bowling Green State University  
1001 East Wooster Street  
132 Administration Building  
Bowling Green, OH. 43403  
bursar@bgsu.edu  
419.372.2815 Phone  
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# Financial Responsibility, Student Bills, Payments

**Each student is financially responsible for payment of fees and charges assessed to his/her student account.** Students receive bill notification electronically via their Bowling Green e-mail address. Payment of fees is due by the specified published due dates. Accounts must be kept current in order to maintain enrollment eligibility and receipt of official University documents and services (i.e. transcripts).

The University e-mail address is the official means of communication with the students. Students may grant parents, grandparents, guardians, etc. access to their on-line bills through CashNet (third party payment servicer). Students must log on to [MyBGSU](#)>Bursar Services>View Bill & Make Payment>Parent PINs.

The University accepts certified check, personal check, money orders, and electronic payment (MasterCard, American Express, Discover cards and debits to checking or savings accounts). A convenience fee is assessed on the credit card transactions. It is recommended to convert cash to a bank check or pay on line via [MyBGSU](#). Payments will be applied to the oldest balance first. Scholarships, waivers and third-party contracts will apply each semester to designated fees per the terms of the award.

**Students' accounts are reviewed frequently. The University has no limitation on how many semesters it may go back for additional fees.**

**The Board of Trustees reserves the right to make adjustments in fees without advanced notice.**

## Fees/Policies

All tuition and fees are approved by Bowling Green State University's Board of Trustees and are subject to change, without notice, by action of the Board of Trustees. Per credit hour rates (tuition and fees) are assessed based upon the student's residence classification, campus of program, and class standing. **Non-resident fees equal the instructional fee *plus* the out-of-state surcharge.**

### Tuition Rates by Campus

Bowling Green State University offers programs from three "campuses:" Main campus, Firelands campus, and Distance Learning campus. Each campus has unique tuition and fee rates.

Beginning spring 2011, and forward, students are assessed tuition and fees based on the campus rate associated with the program where the student is enrolled.

Examples:

1.) Students seeking an associate degree, or who have been admitted into one of the baccalaureate programs at the Firelands Campus, will have FIRE attached to their student record and will be assessed the Firelands tuition rates. Students taking all courses at the Firelands Campus, but who are not enrolled in one of Firelands' programs, will be assessed tuition and fees based upon the campus rates associated with their program.

2.) A new campus of DIST (Distance Learning) is now available. Distance Learning refers to programs that are offered entirely on-line. Students enrolled in one of these on-line programs will be assessed the Distance Learning tuition rates. Students taking all distance learning courses, but who are not in one of the approved distance learning programs, will be assessed tuition and fees based upon the campus rates associated with their approved program (Main Campus or Firelands Campus).

Note: Students within the Community College of the Air Force pursuing the ATE degree, students in the teacher cohorts, and students in the joint Nursing Program with the University of Toledo will continue to be assessed at the approved tuition rate for each of these groups.

All tuition and fees are approved by the University's Board of Trustees. Any questions regarding these rates may be directed to the Bursar's Office at 419.372.2815.

## Fall 2011/Spring 2012/Summer2012 Tuitions Rates

**(All courses taken for audit are charged the same rates as those taken for credit.)**

**(All students are assessed the Instructional Fee and Non-Residents are assessed an additional Non-Resident Fee)**

### Main Campus

<b>Undergraduate</b>	<b>Instructional Fee</b>	<b>Non-Resident</b>
<b>12-18</b> credit hours	\$4,307.00/semester	\$7,961.00/semester
Credit hours above 18	\$200.00/credit hour	\$200.00/credit hour
Fewer than 12 credit hours	\$359.00/credit hour	\$664.00/credit hour
<b>Graduate</b>	<b>Instructional Fee</b>	<b>Non-Resident</b>
<b>12-18</b> credit hours	\$5,084.00/semester	\$8,738.00/semester
Credit hours above 18	\$200.00/credit hour	\$200.00/credit hour
Fewer than 12 credit hours	\$424.00/credit hour	\$729.00/credit hour

### Firelands Campus

<b>Undergraduate</b>	<b>Instructional Fee</b>	<b>Non-Resident</b>
<b>12-18</b> credit hours	\$2,229.00/semester	\$5,883.00/semester
Credit hours above 18	\$150.00/credit hour	\$150.00/credit hour
Fewer than 12 credit hours	\$186.00/credit hour	\$491.00/credit hour
<b>Graduate</b>	<b>Instructional Fee</b>	<b>Non-Resident</b>
<b>12-18</b> credit hours	\$5,084.00/semester	\$8,738.00/semester
Credit hours above 18	\$150.00/credit hour	\$150.00/credit hour
Fewer than 12 credit hours	\$424.00/credit hour	\$729.00/credit hour

**The following Four Year programs at Firelands are also billed at the undergraduate Firelands rate:**

- Bachelor of Liberal Studies (F200)
- Bachelor of Science in:
  - Applied Health Science, Allied Health Track (F201)
  - Applied Health Science, Respiratory Care Specialization (F206)
  - Business Administration, General Business/Individualized Business (F202)
  - Criminal Justice (F203)
  - Education, Early Childhood Education (F204)
  - Nursing (RN/BSN Completion of Program in consortium with University of Toledo Health Science Campus) (F205)
  - Technology, Visual Communication Technology (F208)

### Distance Learning

The following **Distance Learning Program** fee rates are only applicable to specific web based programs of study. Several examples include the **online** Bachelor of Liberal Studies (BLS) and **online** Advanced Technological Education (ATE) degree completion program.

These rates are offered at a discounted rate for the academic year 2010-2011.

<b>Undergraduate</b>	<b>Instructional Fee</b>	<b>Non-Resident</b>
<b>12-18</b> credit hours	\$4,307.00/semester	\$4,427.00/semester
Credit hours above 18	\$200.00/credit hour	\$200.00/credit hour
Fewer than 12 credit hours	\$359.00/credit hour	\$369.00/credit hour

  

<b>Graduate</b>	<b>Instructional Fee</b>	<b>Non-Resident</b>
<b>12-18</b> credit hours	\$5084.00/semester	\$5,204.00/semester
Credit hours above 18	\$200.00/credit hour	\$200.00/credit hour
Fewer than 12 credit hours	\$424.00/credit hour	\$434.00/credit hour

### Teacher Cohort Programs

	<b>Instructional Fee</b>	<b>Non-Resident</b>
<b>12-18</b> credit hours	\$3,840.00/semester	\$7,494.00/semester
Credit hours above 18	\$200.00/credit hour	\$200.00/credit hour
Fewer than 12 credit hours	\$320.00/credit hour	\$625.00/credit hour

### CCAF Programs

	<b>Instructional Fee</b>	<b>Non-Resident</b>
<b>12-18</b> credit hours	\$3,000.00/semester	\$3,000.00/semester
Credit hours above 18	\$200.00/credit hour	\$200.00/credit hour
Fewer than 12 credit hours	\$250.00/credit hour	\$250.00/credit hour

### Undergraduate Nursing Program Bowling Green Campus

The **Undergraduate Nursing Program** is a contracted program between Bowling Green State University and the University of Toledo.

<b>Undergraduate</b>	<b>Instructional Fee</b>	<b>Non-Resident</b>
<b>12-18</b> credit hours	\$3,798.96/semester	\$7,452.96/semester
Credit hours above 18	\$200.00/credit hour	\$200.00/credit hour
Fewer than 12 credit hours	\$316.58/credit hour	\$621.58/credit hour

## MBA

Graduate	Instructional Fee	Non-Resident
12-18 credit hours	\$5,084.00/semester	\$8,738.00/semester
Credit hours above 18	\$200.00/credit hour	\$200.00/credit hour
Fewer than 12 credit hours	\$424.00/credit hour	\$729.00/credit hour

**MBA course fees are assessed at 35% of in-state tuition and general fees.**

## EMBA

Graduate	Instructional Fee	Non-Resident
12-18 credit hours	\$5,084.00/semester	\$8,738.00/semester
Credit hours above 18	\$200.00/credit hour	\$200.00/credit hour
Fewer than 12 credit hours	\$424.00/credit hour	\$729.00/credit hour

**EMBA course fees are assessed at 150% of in-state tuition and general fees.**

**EMOD course fees are assessed at 125% of in-state tuition and general fees.**

**Any questions regarding these rates may be directed to the Office of the Bursar at [bursar@bgsu.edu](mailto:bursar@bgsu.edu) or 419.372.2815**

## **Fall 2011/Spring 2012/Summer 2012 General Fee Rates**

The general fee is a mandatory fee assessed to all Main campus and Firelands campus students. Students paying the maximum are entitled to attend free, or at a reduced admission fee, most campus activities and athletic activities (student section – subject to seating limitations). Students paying less than the maximum are entitled to attend a limited number of activities.

These fees also support the Bowen-Thompson Student Union, intramural sports, and other student services, activities and related capital projects.

Students registered for full time hours are also entitled to full use privileges at the Rec Center and Perry Field House. Part time students must pay the difference between the general fee rate assessed and the full time rate in order to qualify for full use privileges. This is paid directly to the Rec Center. For more information, please contact the Rec Center at (419)372-2711.

Undergraduate/Graduate (Main Campus)	\$59.00/credit hour	\$707.00/semester maximum charge
Teacher Cohort Program	\$59.00/credit hour	\$707.00/semester maximum charge
Undergraduate/Graduate (Firelands)	\$9.00/credit hour	\$106.00/semester maximum charge
Undergraduate Nursing Program	\$49.60/credit hour	\$595.20/semester maximum charge

**NOTE: Distance Learning Programs are assessed a tech fee in place of a general fee.**

Undergraduate/Graduate	\$15.00/credit hour	\$180.00/semester maximum charge
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## Other Fees

**ACT Test – American College Testing Program**-\$26.50

**Admission Fee** – Graduate - \$15.00 (assessed to all first time graduate students)

**Application Fee** – Graduate -- \$45.00 Domestic and \$75.00 International (non-refundable) to be paid when application for admission to grad school is submitted.

**Application Fee** – Undergraduate -- \$45.00 (\$50.00 paper) Domestic and \$75.00 International (non-refundable) to be paid when application for admission is submitted.

**BG1 Card –New/Replacements (Students/Faculty/Staff)** - \$25.00 per card

**CLEP Program (College Level Examination Program)** - \$90.00

**Clinical Lab Fee** - \$10.00/semester for all Teacher Education Majors

**Course Fees** – vary by course. See course descriptions within Schedule of Classes. Any international course fees for Study Abroad Programs, please check with the Center for International Programs.

**Course Revalidation** - \$25.00 for each course revalidation. Courses older than seven years (at the master’s level) and ten years (at the doctoral level) may not be revalidated. Revalidation forms are available in the Graduate College office or on their website at [www.bgsu.edu/gradcoll/documents/index.html](http://www.bgsu.edu/gradcoll/documents/index.html).

**Credit by Examination** - \$80.00 per special examination

**Dissertation Fee (ProQuest)** - \$65.00 for registration of a claim for U.S. copyright for a dissertation/thesis

**Duplicate Diploma** - \$30.00

**Employer Reimbursement Application Fee** - \$75.00/semester

**Graduation Fee** - \$35.00

**Green Fee** (optional fee) - \$5.00/semester -The Student Green Fund is a pool of money which is available to fund BGSU students on green and environmental projects on campus.

**HDFS Child Development (Enrollment Fee)** – Fall/Spring - \$720.00/semester  
–Summer - \$320.00

**Independent Study Fee** - \$15.00

**Installment Payment Plan Enrollment Fee** - \$35.00/semester for Fall (4 monthly payments), \$45.00/Spring (5 monthly payments), and \$25.00/semester for Summer (3 monthly payments). Enrollment is completed on line.

**Installment Payment Plan Late Fee** - A 1.5% of the unpaid balance will be assessed for each partial or full payment made after the due date of each installment payment and every subsequent month in which the account remains delinquent.

**International Student Orientation Fee** - \$100.00/semester

**Late Payment Fee** - \$100.00 may be assessed to those students who have not paid their student account balance in full or made payment arrangements by the first day of each semester.

**Late Registration Fee** – a late registration fee may be assessed to any student who registers after the first day of the semester as follows:

- \$25.00 from the 8<sup>th</sup> day of the semester through the 14<sup>th</sup>
- \$50.00 from the 15<sup>th</sup> day of the semester through the 44<sup>th</sup>
- \$75.00 from the 45<sup>th</sup> day of the semester and thereafter

**Legal Fee-** A \$7.00 per semester fee assessed to all main campus students. Payment of this fee gives students access to legal counsel. Students may opt out of this fee each semester through MyBGSU. All students must opt out by the end of the second week of each term.

**Library Courtesy Card** - \$25.00 – Any Ohio resident may apply for a courtesy card for borrowing privileges at the University Libraries. Please ask at the circulation desk of Jerome or Fireland’s Libraries for an application.

**Library Processing Fee** (Lost Book) - \$36.00

**Matriculation Fee** - \$100.00 onetime fee assessed to all first time, main campus, undergraduate, degree-seeking students

**Miller Analogies Test** - \$50.00 this exam tests ability through 100 analogies. Administered for entrance into Graduate School.

**Music Fees** - College of Musical Arts also has special fees for certain types of instruction. These fees include:

Advanced Audio Recording Techniques (MUCT 437) – \$30.00

Applied Music Fee - \$45.00 per credit hour for 15, half hour lessons  
- \$90.00 per credit hour for 15, one hour lessons

Audio Recording Techniques (MUCT 436) - \$30.00

Class Harp - \$22.50 per credit hour

Class Piano (MuED 150, 151, 154) - \$22.50 per credit hour

Instrument Repair Class (MuED 402) - \$20.00

Music Equipment Usage Fee - \$50.00 per semester (fall/spring); \$15.00 per semester (summer)

Music Technology Lab Fee - \$30.00 per semester

Para Voice - \$45.00 for two credit hours

Student Teaching (MuED 497) - \$5.00 per credit hour

The excess credit fee (which is charged to University students who register for more than 18 hours in a semester) is waived for music majors if the excess credits are for ensemble participation.

**Parking Permits** – Students must register their vehicles and purchase a permit through the [MyBGSU portal](#). For additional information, please visit [www.bgsu.edu/parking](http://www.bgsu.edu/parking) or contact Parking Services at (419)372-2776, or email to [parking@bgsu.edu](mailto:parking@bgsu.edu).

Main Campus: Annual permit - \$100.00  
Semester permit - \$60.00  
Evening permit - \$30.00/semester

Firelands Campus (Full Time)  
Fall semester - \$30.00  
Spring semester - \$20.00  
Summer semester - \$8.00

Firelands Campus (Part Time)  
Fall semester - \$18.00  
Spring semester - \$12.00  
Summer semester - \$8.00

Faculty/Staff: Annual permit - \$120.00  
Fall/Spring permit - \$55.00/semester  
Summer permit - \$40.00/semester  
Reserved permit - \$360.00/year

Temporary permit - \$10.00/week

**Payroll Withholding by Court Order** - .75% or \$2.00 minimum – Transactions mandated by the courts.

**Perkins Late Fees** – 1<sup>st</sup> and 2<sup>nd</sup> month delinquent – 15% of installment  
- 3<sup>rd</sup> month delinquent until AG placement - \$20.00

**Registration Fee** - \$8.00 assessed each semester when registered for classes

**Return Check Fee** - \$30.00 assessed per check returned

**School of Art Usage Fee** – Fall/Spring semesters - \$75.00/semester  
Summer semester - \$15.00/semester

**Service Charges** - Service charges will be assessed at 1.5% of the past due balance, and each month thereafter, until the account is brought current.

**Short Term Extension Plans (STEP) Application Fee** - \$75.00 per extension. Military no charge.

**Special Student Facility Fee (Stroh Fee)** - \$5.00 a credit hour with a maximum of \$60.00 a semester. Supports the new Convocation Center. This fee was approved by the student body through a campus-wide vote. This fee is assessed in the fall and spring semesters only.

**Statement of Understanding (SOU)** - \$75.00 per arrangement.

**Stop Payment**- \$10.00/per stop check.

**Student and Exchange Visitor Information Service (SEVIS Fee)** - \$50.00/semester

**Student Health Insurance** – \$1,341.00/year

Mandatory for all domestic students (undergrad and grad) taking eight or more credit hours on main campus, and all international students, taking one or more credit hours. Students must provide proof of health insurance coverage by completing an on-line [Waiver](#). Failure to complete this, or not meeting the minimum basic coverage, will result in the enrollment into the University's sponsored Student Health Insurance Plan through Aetna Student Health. All international students must come into the Student Insurance Office to complete a waiver or enroll in the plan. Emails from the Student Insurance Office are sent to all students until this requirement is complete.

**Theater/Film Usage Fee** – Fall/Spring semesters - \$50.00/semester  
Summer semester - \$15.00

**Thesis Fee-Binding/Microfilming** - \$20.00



## Residence Hall Rates

Residence Unit	Multiple Occupancy per Semester	Single Occupancy per Semester
Conklin Hall	\$2,500.00	\$3,000.00
Founders Suites	\$2,665.00	\$3,125.00
Founders Super Singles	N/A	\$3,300.00
Harshman Quadrangle:	\$2,335.00	\$2,840.00
Kohl Hall	\$2,335.00	\$2,840.00
Kreischer Quadrangle:	\$2,335.00	\$2,840.00
McDonald	\$2,335.00	\$2,840.00
Offenhauer East & West Halls	\$2,665.00	\$3,125.00
Small Group (Fraternities, Sororities, Conklin Units, LaMaison Française)	\$2,500.00	\$3,130.00

### New Halls Opening Fall 2011:

Falcon Heights	\$2,800.00	\$3,300.00
Centennial Hall	\$2,800.00	\$3,300.00

A housing pre-payment of \$200 is required and applied toward the first semester of occupancy. Room and meal plan fees will be placed on the student's account. Payments are due by the date on the statement. Acceptance of the housing and dining service application-contract offered by the University automatically binds the student to the University's residence hall rules and regulations.

### Learning Communities

#### Arts Village Learning Community

\$190.00/semester

Open to students in any major, the Arts Village involves exploring all aspects of the arts and sharing views with one another and faculty of various disciplines. The community offers on-site classes specifically geared toward art students, collaborative projects, activities and social events.

**Chapman Learning @ Kohl** The Chapman Community in Kohl Hall is designed to academically ambitious and highly motivated students in any academic major. It makes learning real by linking coursework to community service and other activities.

1 <sup>st</sup> Year Chapman Learning Community	\$275.00/semester
2 <sup>nd</sup> Year Chapman Learning Community	\$150.00/semester
3 <sup>rd</sup> Year Chapman Learning Community	\$100.00/semester
4 <sup>th</sup> Year Chapman Learning Community	\$50.00/semester

#### French House

\$50.00/semester

La Maison Française is a residential learning community where students interested in French can experience the language and cultures of the Francophone world.

**Global Village**

\$100.00/semester

Global Villagers consists of over **30 International and American students**, from all majors and all class-standings. These residents are paired with those of a different cultural background, sharing a common living space. This unique and dynamic community is fueled by cross-cultural conversation, fun times, friendships, and by those moments of intrigue and discovery.

**Natural and Health Sciences Residential Community**

The Natural & Health Sciences Residential Community is a living-learning community for students majoring in one of the sciences or a health related field.

1 <sup>st</sup> Year Health Science Residential Community Fee – Fall/Spring Terms	\$175.00/semester
2 <sup>nd</sup> Year Health Science Residential Community Fee – Fall/Spring Terms	\$125.00/semester
3 <sup>rd</sup> Year Health Science Residential Community Fee – Fall/Spring Terms	\$100.00/semester
Health Science Residential Community Fee	\$125.00 for summer semester

**Hispanic Living/Learning Community – La Comunidad**

\$50.00/semester

La Comunidad is a living-learning residential community created to encourage students in their Spanish communication outside the classroom.

**Honors Learning Community**

\$150.00/Semester

The mission of the HLC is to create a seamless educational environment that supports the goals of the [University Honors Program](#). Membership in the Honors Learning Community allows students to attend and participate in fully-funded local and regional overnight trips to plays, museums, musicals, and community events.

**Honors Scholars**

\$300.00/semester

Honors Scholars is a select group of students who seek a community of learners that tries to wrestle with the meaning of life and sees reading, listening, and discussion as the best avenue for achieving that purpose. The central focus of this nonresidential community is to struggle with the interaction between ethics and rationality in shaping our lives and society.

**Partners in Context and Community**

The Partners in Context and Community Residential Learning Community program is a unique creation for education majors, interested in teaching.

1 <sup>st</sup> Year (Any new member, independent of year)	\$275.00/semester
2 <sup>nd</sup> + Years (taking bus)	\$200.00/semester
2 <sup>nd</sup> + Years (own transportation)	\$100.00/semester
Students in Methods or Student Teaching	\$50.00/semester

**FORFEITURE SCHEDULE for Full Academic Year Agreement, (Fall Only Agreement- if approved), Full Academic Year Agreement with breaks and 12 Month Agreement (after initial 2010-2011 occupancy):**Fall Semester

The University **will retain as a forfeiture** according to the following schedule:

August 22, 2011 - August 26, 2011	\$200.00 and 10% of Housing Rate, Tech Fee and Laundry Fee
August 27, 2011 - September 2, 2011	\$200.00 and 20% of Housing Rate, Tech Fee and Laundry Fee
September 3, 2011 - September 16, 2011	\$200.00 and 40% of Housing Rate, Tech Fee and Laundry Fee
September 17, 2011 - September 23, 2011	\$200.00 and 60% Housing Rate, Tech Fee and Laundry Fee
On or after September 24, 2011	Full Forfeiture of Housing Rate, Tech Fee and Laundry Fee

## Spring Semester

January 9, 2012 - January 13, 2012	\$200.00 and 10% of Housing Rate, Tech Fee and Laundry Fee
January 14, 2012 - January 20, 2012	\$200.00 and 20% of Housing Rate, Tech Fee and Laundry Fee
January 21, 2012 - January 27, 2012	\$200.00 and 40% of Housing Rate, Tech Fee and Laundry Fee
January 28, 2012 - February 3, 2012	\$200.00 and 60% of Housing Rate, Tech Fee and Laundry Fee
On or after February 4, 2012	Full Forfeiture of Housing Rate, Tech Fee and Laundry Fee

**NOTE:** Students arriving for Spring semester are not required to submit an Initial Housing Payment since they are required to complete payment in full in order to receive a housing assignment. Students who have not completed payment and cancel on or after November 30, 2011 are subject to fee assessments to their student account pursuant to the Forfeiture Schedule.

### **Residential Technology Fee**

A \$95.00 residential technology fee is charged each semester to all residential students. This fee provides, maintains, and supports technologies within the residence halls and small group living units. These technologies include, but are not limited to, the BGSU wired and wireless network, computer labs, and internet stations. Support includes assistance with connecting personal computers to the University network and handling computer virus problems.

### **Laundry Fee**

A \$50.00 laundry fee is charged each semester to all residential students. This fee provides students the opportunity to do unlimited laundry while school is in session. *Residents in the University Sponsored Apartments and some small group living units are not charged a laundry fee.*

## **Meal Plan Options**

### **2010-11 Meal Plans and Rates**

#### **Meal Plans    Rate per semester**

Bronze	\$1,512.00
Silver	\$1,799.00
Gold	\$1,953.00

BGSU Dining has announced new dining places for the 2011-12 academic year. To choose the right plan for you, please visit the [BGSU Dining](#) web page for more information.

## Withdrawal from the University

If a student leaves the University without proper notice and permission, a mark of "WF" is recorded in all courses for which the student is currently enrolled. Such a student is not entitled to any refund of fees.

A student who wishes to withdraw from the University in good standing must obtain the permission of the dean (or dean's designee) of the college in which the student is enrolled. Please refer to [http://www.bgsu.edu/catalog/Acad\\_policies/Acad\\_policies22.html](http://www.bgsu.edu/catalog/Acad_policies/Acad_policies22.html) for further information.

Students withdrawing from any or all courses, and receiving any sort of financial aid, should consult with the Financial Aid Office regarding the effect on financial obligations.

### Medical Withdrawals

Requests for medical withdrawals are submitted to the Bursar's Office for review. A tuition appeal form <http://www.bgsu.edu/offices/registrar/page78075.html> should be completed along with all necessary documentation. All approvals of medical withdrawals may result in a tuition credit voucher awarded for a future semester of enrollment.

## Dropped Course Credit

**Instructional, General, Out of State Surcharge, and Course and Class Fees** - Students who drop from classes shall receive a credit of these fees based upon the following schedules.

### Fall and Spring Semesters (Courses offered over the full semester)

Prior to the first day of the semester	100%
1 <sup>st</sup> through 7 <sup>th</sup> calendar day	90%
8 <sup>th</sup> through 14 <sup>th</sup> calendar day	80%
15 <sup>th</sup> through 21 <sup>st</sup> calendar day	60%
22 <sup>nd</sup> through 28 <sup>th</sup> calendar day	40%

**Summer Semester and Special Sessions** - The time period for special session and Summer semester course schedule changes and registration is proportional to the length of the special session or Summer session courses.

Prior to the first day of the semester	100%
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### Examples:

#### Twelve Week Course

Calendar days 1 through 4	90%
Calendar days 5 through 8	80%
Calendar days 9 through 12	60%
Calendar days 13 through 15	40%

#### Six Week Course

Calendar days 1 through 2	90%
Calendar days 3 through 4	80%
Calendar days 5 through 8*	60%
Calendar days 9 through 10	40%

\*Courses dropped on the weekend revert back to the percentage in effect on Friday.

## Refund Policies

### Issuance of Refunds

All university refunds will be issued to the student as the account holder via authorized direct deposit to the bank account of the student's choice (checking or savings) or university check. PLUS loan (parent loan) refunds are issued via university check to the parent who holds the loan account. **Students are encouraged to enroll in direct deposit. It is the safest, fastest, and most efficient method for students to receive their refund. Students can enroll and update their direct deposit information via [MyBGSU](#).**

Financial aid refunds may be available after financial aid processing is completed and enrollment status can be confirmed. Students enrolled in various sessions within a semester may receive refunds in installments after attendance in a registered course has been confirmed.

Title IV Federal Aid recipients who drop below half-time enrollment or withdraw completely from the university may not be entitled to a loan disbursement or a refund of loan funds.

If a Federal Direct Loan recipient drops below half-time enrollment during the expense period covered by the loan, ALL remaining disbursements will be cancelled for that expense period.

### Refunds – Higher Education Reauthorization Act Public Law 102-325

The university's refund policy includes provisions to conform to the Higher Education Amendments of 1998 and the "return of Title IV Funds" regulations published on November 1, 1999. If a student receives federal aid or loans and completely withdraws from school during the first 60% of the semester, the portion of a refund allowable to Title IV, HEA programs will be refunded to the Title IV programs based on the percentage of enrollment period at the time the student exits the university.

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