

Expenses

The question of costs while attending the University is important to every student. It is difficult, however, to accurately estimate yearly expenditures; expenses vary according to the nature of the curriculum, the place of residence (whether in-state or out-of-state), and the student's own habits and needs. It is possible to live simply and to participate in the life of the student community on a modest budget. The best help the University can offer the student in budget planning is to provide available figures for expenses.

Health service and admission to athletic events are available to any currently enrolled student. The payment of the appropriate fees will permit any combination of graduate and undergraduate courses to be taken that may be required or approved. Charges for all coursework will be assessed by course level. The University reserves the right to correct errors in student fee assessments and charges which are discovered subsequent to initial billings and fee statements.

All fees are for the academic year 2003–2004 and are subject to change by action of the Tennessee Board of Regents. The new fee amounts will be published each year when approved by the Tennessee Board of Regents (usually around July 1). The updated rates will be available in July on the MTSU Web site at www.mtsu.edu/~bursar/mt.

Registration Fees

Maintenance Fees

In-State Students

Full-time (per semester)	
Undergraduate (12 hours and over)	\$1,566.00
Graduate (10 hours or more)	2,103.00
Part-time (per credit hour)	
Undergraduate	137.00
Graduate	222.00

Out-of-State Students*

Full-time Students (per semester, 12 hours and over)	
Undergraduate	5,532.00
Graduate	6,069.00
Part-time Students (per credit hour)	
Undergraduate	481.00
Graduate	566.00

Debt Service Fee

Full-time (per semester)	83.00
Part-time (per credit hour)	7.00

General Access Fee

Required of all freshman and sophomore students	
Full-time	301.00
Part-time	23.00 plus 23.00 per hour

Required of all students except freshman and sophomore students	
Full-time	251.00
Part-time	23.00 plus 19.00 per hour

Recreation Activity Fee

(Required of all students)	25.00
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*Included in these rates are charges for out-of-state tuition as follows:

1. \$3,966.00 for full-time students
2. \$344.00 per credit hour for part-time students

NOTE: The rates quoted above are those in effect for the 2003-2004 academic year. A portion of the General Access Fee is allocated to the Parking and Transportation Services department; upon payment of all registration fees, students are eligible to receive a student parking permit.

Materials Fees

Agribusiness and Agriscience

Applies to ABAS 2400, 3400, 4400, 4460	\$150 per course
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Biology

Applies to BIOL 1030, 1110, 1120, 2020, 2120, 2230, 3020, 3040, 3210, 4080, 4110, 4140, 4210, 4270, 4290, 4300, 4360, 4430, 4440, 4450, 4510, 4550, 5020, 5040, 5140, 5510, 5550, 6080, 6290, 6330, 6360, 6380, 6390, 6410, 6430, 6440, 6450	\$20 per course
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Chemistry

Applies to PSCI 1030; CHEM 1010, 1020, 1110, 1120, 2030, 2230, 3010, 3020, 3530, 4230, 4330, 4340, 4350, 4360, 4630, 4880	\$20 per course
Applies to CHEM 2880, 3880	\$5 per credit hour
Applies to CHEM 4430, 4530	\$10 per course
Applies to CHEM 4780	\$5 per course

Special Course Fees

Jennings A. Jones College of Business

Applies to ACTG, B AD, BLAW, BMOM, ECON, FIN, INFS, MGMT, MKT, Q M (excludes ECON 2410 and 2420 and Q M 2610)	\$20 per credit hour
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Private Instruction Music Fees

Charged to all music private instruction courses	\$150 for 1 credit hour \$300 for 2–3 credit hours
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Concrete Management Certification Fees

Applies to CIM 3000, 3050	\$115 per course
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Nursing Testing Fees

Applies to NURS 3110, 3130, 3150, 3170, 3230, 3250, 3270, 4130, 4150, 4210, 4230, 4250	\$20 per course
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Fall 2003–Summer 2004 Regents Online Degree Program Fees

Regents Online Degree Program (RODP) courses are charged per hour and viewed separately from MTSU courses so as not to mix with the full-time cap applicable to MTSU courses. RODP fees are computed in addition to any MTSU course fees and do not apply to the full-time maximum for MTSU registration fees.

In-State Resident - Maintenance Fees	
Undergraduate	\$137.00 per hour
Graduate	\$222.00 per hour
Out-of-State Resident	
Undergraduate	\$481.00 per hour
Graduate	\$566.00 per hour
Online Course Fee	
Undergraduate	\$55.00 per hour
Graduate	\$89.00 per hour

Summer Registration Fees

NOTE: Fees are charged per hour for all classes. NO maximum applies for summer.

In-State Students	
Undergraduate	\$ 137.00 per hour
Graduate	222.00 per hour
Out-of-State Residents	
Undergraduate	481.00 per hour
Graduate	566.00 per hour
Debt Services Fee	7.00 per hour
General Access Fee	
Required of all freshman and sophomore students	23.00 per hour
Required of all students except freshman and sophomore students	19.00 per hour
Recreation Fee (Nonrefundable)	25.00
SGA Student Activity Fee (required of all students registering for 7 hours or more)	20.00
Postal Services Fee	
(Required of all students registering for 12 or more hours)	10.00
Late Registration (nonrefundable)	100.00

Campus Housing Expenses

Reservations	
Fall and Spring Semesters, required prepayment	\$200.00
Spring Semester only, required prepayment	\$100.00
Summer Session, required prepayment	\$125.00

2003-2004 Room/Apartment Rates

Single Students/Residence Halls (shared bedroom, quad bath; shared bedroom, community bath)	
Cost per semester	\$1,193.00
Summer Session I	\$210.00
Summer Session II	\$351.00
Summer Session III	\$702.00
Session IV	\$351.00
All Summer School	\$912.00
(private bedroom)	
All residence halls, per semester	\$2,088.00
Summer I	369.00
Summer II	614.00
Summer III	1,228.00
Summer IV	614.00
All Summer School	1,597.00
Limited availability	

Womack Lane Apartments - one bedroom (shared apartment, shared bedroom)

Cost per semester	\$1,318.00
Summer Session I*	\$234.00
Summer II*	\$389.00
Summer III*	\$778.00
Summer IV*	\$389.00
All Summer School*	\$1,012.00

Womack Lane and Scarlett Commons (shared apartment, private bedroom)

Womack Lane Apartments - two bedrooms

Cost per semester	\$1,472.00
Summer I*	\$258.00
Summer II*	\$435.00
Summer III*	\$870.00
Summer IV*	\$435.00
All Summer School*	\$1,128.00

Scarlett Commons

Cost per semester	\$2,324.00
Summer I*	\$78.00
Summer II*	\$128.00
Summer III*	\$256.00
Summer IV*	\$128.00
All Summer School*	\$334.00

Womack Lane Apartments - Families (one bedroom, unfurnished)

Cost per semester	\$2,284.00
Summer I*	\$398.00
Summer II*	\$675.00
Summer III*	\$1,350.00
Summer IV*	\$675.00
All Summer School*	\$1,748.00

(one bedroom, semi-furnished)

Cost per semester	\$2,636.00
Summer I*	\$464.00
Summer II*	\$780.00
Summer III*	\$1,560.00
Summer IV*	\$780.00
All Summer School*	\$2,024.00

(two bedroom, unfurnished)

Cost per semester	\$2,603.00
Summer I*	\$462.00
Summer II*	\$765.00
Summer III*	\$1,530.00
Summer IV*	\$765.00
All Summer School*	\$1,992.00

(two bedroom, semi-furnished)

Cost per semester	\$2,944.00
Summer I*	\$517.00
Summer II*	\$870.00
Summer III*	\$1,740.00
Summer IV*	\$870.00
All Summer School*	\$2,257.00

NOTE: Room rents are subject to change by action of the Tennessee Board of Regents. Each student will pay the amount in effect at the time of registration. **Apartment summer sessions noted with an asterisk are available only to those residents who have signed a license agreement and made prepayments for the subsequent academic year beginning in August.** Residence hall summer sessions are restricted to specific locations.

Other Applicable Charges

Admission application fee	
Undergraduate	\$ 25.00*
Graduate	25.00
International	30.00
Automobile registration—academic year:	
Faculty/administration/staff	65.00
Employees with disabilities	10.00
Executive Parking Permits	120.00
Student permits**	n/c
Automobile registration—summer only:	
Faculty/administration/staff	33.00
Student permits	23.00
Employees with disabilities	5.00
Diploma insert (after the first)	10.00
Dissertation binding (1 original and 4 copies) and microfilming (doctor's degree)	91.00
Thesis binding (master's degree) (1 original and 3 copies)	37.00
Extra copy thesis (or dissertation binding)	9.20
Graduate entrance tests:	
Miller Analogies	45.00
Graduate Record Exam-subject	130.00
ID card replacement	10.00
Music, individual instruction, 2 lessons each week	300.00
1 lesson each week	150.00
Post Office box rent each semester (required of all students registering for 12 hours or more)	10.00
Nursery school, semester	
Infants and toddlers, 2 days/week	175.00
Preschool (4 days per week)	300.00
Day Care Fees (per week)	
Full-time (M-F)	76.00
Part-time (MWF)	46.00
Part-time (TTH)	31.00

*Proposed change July 1, 2004

**A portion of the general access fee is allocated to the Parking and Transportation and Services Department; upon payment of all registration fees, students are eligible to receive a student parking permit.

No student will be allowed to preregister, register, or receive a grade report or transcript of credits until all accounts are settled. A student will not be officially enrolled until all fees are cleared through the Business Office.

Late Registration

Students who complete registration (including the payment of fees) during the late registration period will be charged a \$100.00 late fee.

Matriculation Fee for Incompletes

If a student receives an "I" for a course, he or she need not reregister or pay fees for the course every semester until the course is completed. Such students should work only with the course instructor to complete grade requirements.

Returned Checks

Acknowledged bank errors excepted, a \$20.00 service charge will be assessed for each bad check, whether given in payment of fees, for purchase of books, cashed by the University for the personal convenience of the student, or for any

other reason. The University will decline to accept checks from any student who has checks returned by the bank more than once. A \$100.00 late registration fee may be assessed for any bad check given in payment of registration fees.

Automobiles

All privately owned or operated vehicles for use on the campus must be registered annually with Parking and Transportation Services and must display an official registration permit. (See above for charges.) For more information or clarification, please refer to **Traffic and Parking Regulations**, available in the Parking and Transportation Services Office.

Auditing Charges

An auditor is one who enrolls and participates in a course without expectation of receiving academic credit. The same registration procedure is followed and the same fees charged as for courses taken for credit. An audited course is not applicable to any degree or certification program.

Regular class attendance is expected. Other course requirements, which may be obtained in writing from the instructor, will vary depending upon the nature of the course. Students interested in auditing a course should discuss course requirements prior to enrolling. Failure to meet course requirements may result in removal from the course at the request of the instructor. A successful audit will be recorded on the transcript with the designation NC.

A change from audit to credit or credit to audit must be processed by the last day to add a class.

Persons 60 years of age or older or disabled persons suffering from a permanent total disability which totally incapacitates such persons from working at an occupation which results in an income (T.C.A., Section 49-7-113) who are domiciled in Tennessee may audit courses at any state-supported college or university without paying tuition charges. Registration under this program is on a space-available basis; therefore, students cannot priority register. Class selection should be processed on the first day of classes for the term or session. Proof of age or disability must be provided.

65-Year-Old/Disabled Credit Student

Persons 65 years of age or older or disabled persons suffering from a permanent total disability which totally incapacitates such persons from working at an occupation which results in an income (T.C.A., Section 49-7-113) who are domiciled in Tennessee may register for classes for credit by paying a service fee not to exceed \$75 per semester. Registration under this program is on a space-available basis; therefore students cannot priority register. Class selection should be processed on the first day of classes for the term or session. No late fee is charged. An application fee is required. In addition, the applicant must be eligible for admission and submit proof of age or disability.

Additional Charges

The University reserves the right to increase the charges listed herein or to add new ones whenever such increases or additions are found to be necessary.

Board

All freshman men and women living in the residence halls during Fall and Spring Semesters will be required to participate in a freshman meal plan. All other students may secure meals in the University cafeterias or grill either through optional meal plans available from the food service or a meal-to-meal cash basis.

Deferred Payment Plan

Although all charges are due and payable in full at the beginning of each term, students in **good financial standing at MTSU** may defer payment of up to 50 percent of their registration, housing, and freshmen meal plan fees for the Fall and Spring Semesters. To be eligible for the Deferred Payment Plan, each participant must make a minimum down payment of 50 percent of the registration fees, residence hall rent, and freshmen meal plan costs. **The balance due must be \$400 or more after all discounts, waivers, financial aid, and other credits are applied.**

A student who fails to make timely payments in a previous term may be denied the right to participate in the Deferred Payment Plan in future enrollment periods. Any student who makes payment with a check which is subsequently returned will be denied participation in the Deferred Payment Plan in all future terms.

The amount deferred will be payable in two monthly installments. For the Fall Term, installment payments are due by **October 1** and **November 1**. Payments for the spring term are due **March 1** and **April 1**. The University is not obligated to send reminder notices before the payment is due. Participants in this plan must apply all discounts, waivers, credits, and financial aid, including student loans, toward payment of registration fees before a deferment will be considered. Financial aid and other credits received after the initial payment will be applied to the remaining balance, and future amounts due will be recomputed. No refunds can be made until all fees are paid in full.

Students must select either the Deferred Payment Plan or the Housing Deferment Plan.

Students will not be withdrawn for failure to pay the second or third payments. However, the balance must be paid in full before the student can preregister for future terms even if preregistration is prior to the due date.

Each participant will be charged a **\$50.00 service fee** each term to defray administrative costs. This fee is payable along with the 50 percent down payment on or before the registration fee payment deadline. An additional **late payment charge of \$25** will be assessed for each installment not paid

on or before the due date and each 30-day period past the second installment up to a maximum of \$100. Students who make payments with checks that are returned will be charged a \$20 return check service fee as well as any applicable late fees.

If a payment is not received in the Business Office by the scheduled payment due date, the University will withhold all services from the student, including grades, transcripts, and future registration until the fees have been paid in full including any assessed late fees.

All existing rules and policies pertaining to returned checks, refunds, withdrawals, dropped classes, and collection costs are applicable to the Deferred Payment Plan.

Payment of the minimum amount due on the Deferred Payment Plan finalizes registration. The class schedule will not be dropped. **It is not necessary to also confirm on WebMT or TRAM.** The Deferred Payment Plan service fee, late fee, and minimum amount are effective for 2003-2004 and are subject to change in future terms.

Additional fees for classes added after fee payment are due before the late registration fee payment deadline. Any unpaid fees after this date will be processed as a deferred payment. The \$50 Deferred Payment Plan service fee and any applicable \$25 late payment fees will be charged.

Questions regarding the Deferred Payment Plan should be directed to the Bursar's Office at (615) 898-2761.

Deferred Payment for Recipients of Veterans Affairs or Other Governmentally Funded Educational Assistance Benefits

Service members, veterans, and dependents of veterans who are eligible beneficiaries of U.S. Department of Veterans Affairs educational benefits or other governmentally funded educational assistance, subject to the conditions and guidelines set forth in Tennessee Code Annotated 49-7-104 as amended, may elect, upon formal application, to defer payment of required tuition and fees until the final day of the term for which the deferment must be made no later than 14 days after the beginning of the term, and the amount of the deferment shall not exceed the total monetary benefits to be received for the term. Students who have been granted deferments are expected to make timely payments on their outstanding tuition and fees balance once educational benefits are being delivered, and eligibility for such deferment shall terminate if the student fails to abide by any applicable rule or regulation or to act in good faith in making timely payments. This notice is published pursuant to Public Chapter 279, Acts of 2003, effective July 1, 2003.

Refund of Fees

NOTE: No refund of housing fees, registration, or other fees will be made to students who are dismissed or suspended.

Fall and Spring Semesters*

Those students who withdraw from the University within 14 calendar days after the beginning of classes for the Fall and Spring Terms will be refunded 75 percent of their maintenance fees, debt service fee, general access fee, materials fees, course fees, or music fees (if any). Those withdrawing after the 14th day but before 25 percent of the time period covered by the term has passed will be refunded 25 percent of their fees. No refunds will be made beyond the 25 percent period. Specific dates for each term are given in the class schedule book for that term. The same refund schedule applies to students who drop to an hourly load below full-time. The percentage then applies to the difference between the new fees calculated on an hourly basis and actual fees paid. All other fees are nonrefundable.

Drop dates for courses which meet for a shorter time period than normal will be prorated based upon the course drop dates for the full term.

Summer*

For summer sessions and other short terms, the 75 percent refund period and the 25 percent refund period will extend a length of time which is the same proportion of the term as the 75 percent and 25 percent refund periods are in the regular terms.

Students who preregister for a summer session course and find it necessary to drop or withdraw before the first day of class for that session will be refunded 100 percent for that course. Otherwise the regular refund schedule will apply.

Specific dates applying to each session are listed in the current summer schedule book.

**Students who register after the official registration period and withdraw from the University will have their refunds calculated as if registration had taken place on the official day of registration.*

Refunds of Housing Expenses

Residence Halls

Applications for residence halls and on-campus apartments must be accompanied by the required prepayment as outlined in the license agreement. Prepayment is a security of good faith that denotes the applicant's serious intent to reside in on-campus housing. Prepayment fees for 2003-2004 are \$200.00, \$100.00 of which is applied toward Fall Semester charges, and \$100.00 of which is applied toward spring semester charges. This prepayment is refundable prior to check-in according to the following schedule. All cancellations must be submitted in writing to the Housing and Residential Life Office. Prepayment amounts represent approxi-

mately 25 percent of the total semester fee and may vary from year to year. Students should contact Housing and Residential Life to verify specific changes.

Academic Year (Fall and Spring) Applications

Date of Cancellation	Refund Amount
By May 1	\$150.00
By June 1	\$100.00
By July 1	\$ 50.00
After July 1, but prior to the first check-in day in August	\$ 00.00

Spring Semester Only Applications

Date of Cancellation	Refund Amount
By October 15	\$ 50.00
After October 15, but prior to the first check-in day in January	\$ 00.00

Summer Housing

Details regarding application, fees, and refunds for summer assignment to residence halls and on-campus apartments may be obtained by contacting the Housing and Residential Life Office at (615) 898-2971.

Housing Fees

The refunds of residence hall fees after registration will be prorated on a weekly calendar basis when the student is forced to withdraw from the residence hall because of approved medical reasons confirmed in writing by a licensed physician.

Full refund will be made in the case of death. No refund will be made other than under the above conditions, except as specified in the Student Housing Agreement.

Direct Deposit of Financial Aid Credit Balance Refunds

Students who have a credit balance due to financial aid should have the excess aid balance direct deposited into their checking or savings accounts. If financial aid has been credited to the student's account, the refund will be deposited into the student's bank account and available for use on the first day of refund disbursement if the student has met all financial aid eligibility requirements and/or completed all required paperwork.

Students must complete an authorization form at least 14 days prior to the first day of classes. Financial aid proceeds will not be transferred to the student's banking account without authorization. An authorization form can be obtained from the Business Office, Cope Administration Building, Cashier Window 9, or Room 103 or by calling (615) 898-5716. Direct Deposit Authorization Forms are available also via the Web at www.mtsu.edu/~bursarmt/direct.html.

This authorization will remain in effect until terminated by the student.