

## Tuition Charges

Full-Time Tuition (12-15 Credit Hours Per Semester)	\$4,875.00
Tuition (Per Credit Hour)	\$325.00

## Adjustments and Tuition Refunds

### 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>	Reapplication for Married Housing	<b>\$10.00</b>
Car Tag (Per Vehicle)	<b>\$10.00</b>	Returned Check/ACH (per check)	<b>\$13.00</b>
Graduation Application	<b>\$100.00</b>	Schedule Change	<b>\$20.00</b>
Key Replacement – Mailbox	<b>\$5.00</b>	Student Identification and Library Card (Replacement)	<b>\$20.00</b>
Key Replacement – Housing	<b>\$15.00</b>	Transcript Evaluation	<b>\$10.00</b>
Parking/Traffic Violation	<b>\$10.00</b>		
(If Not Paid Within 24 Hours)	<b>\$15.00</b>		

### Non-Refundable Fees

Audit Fee (Per Hour)	<b>\$100.00</b>	Housing Application Fee	<b>\$50.00</b>
Class Music Fee	<b>\$50.00</b>	Late Registration Fee	<b>\$50.00</b>
Directed Independent Study	<b>\$100.00</b>	Private Music Fee	<b>\$200.00</b>
Developmental Course Fee	<b>\$300.00</b>	Program Change Fee	<b>\$100.00</b>
Health Service Fee	<b>\$60.00</b>	Registration Fee	<b>\$50.00</b>
Logos Package (One-time fee associated with the Biblical Hermeneutics Course)			<b>\$400.00</b>

### Non-Refundable Fees | Student Resource Fee

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

Full-Time (12+ Hours)	<b>\$375.00</b>
Part-Time (0 – 11.5 Hours) or Non-Degree (7 – 11.5 Hours)	<b>\$225.00</b>
Non-Degree (0 – 6.5 Hours)	<b>\$125.00</b>



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

## Housing Rates

### Married Students

Student Rates	\$275.00 – \$385.00
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	\$1,200 (Per Semester/16 Weeks)
Commuter	\$20.00 (Per Night)
Summer/Winter Rates	\$75.00 (Per Week)

### 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	\$25.00 (Per Person, Per Night)
Dorm Room	\$20.00 (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 married housing is charged each semester on the following basis: fall semester (August–December); spring semester (January–May); and June and July rent. Rates for Kelly Hall/Melzoni Alumni Apartments are charged by the semester (per number of weeks), and May/June/July rent is paid monthly out of pocket to the Business Office by the resident and is due by the 15<sup>th</sup> of each month.



## Student Housing Policies Continued

### Security Deposit | Married 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 married student housing by May 31<sup>st</sup> (Monday following graduation for single student housing) to allow time to get housing ready for new students.

A written request must be submitted to the Physical Plant office for married housing or Student Life office for single housing to stay beyond the May 31<sup>st</sup> deadline. Each submission will be answered in writing by the respective office.

Students completing course requirements in December must vacate student housing by December 31<sup>st</sup> (Monday following graduation for single student housing). Graduates are not required to give written notice of departure but must notify the respective office of their departure date.

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

### Refunds

Campus housing (excluding dormitory space) will be prorated, with part of a week being considered a full week. Refunds at the dormitory will be granted on the basis of the actual number of weeks remaining in the semester, with a part week being considered a full week.



## 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 (\$50 for commuter students) must be paid to the Student Life office before the keys are issued. A \$25 deposit must be paid to the Student Life office by the end of the spring semester to reserve housing for the following fall semester. This deposit will be applied to the student's account for college expenses upon enrollment in the fall.

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. Failure to pay this deposit by the end of the spring semester will result in a non-refundable \$25 reservation fee due before receiving housing for the fall semester.

Students who stay in campus housing for the summer are not required to pay a \$25 reservation deposit for the fall semester. Failure to complete this fall reservation process, as stated above, will result in re-application for student housing and a non-refundable \$50 fee. 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 three meal plans: breakfast/lunch, lunch only, or single meal cash purchase. **All first-year single-resident students must purchase a meal plan of at least 85 meals.** Students may indicate their preference for one or two meals per day during registration, and your account is charged accordingly, except for the cash plan (paying each day for meals eaten). After their first year, students must notify Food Services of cancelation or changes to meal plans. Married students may also add meal plans for semesters. A student may add to meal plans through September 1<sup>st</sup> for the fall semester and February 1<sup>st</sup> for the spring semester. If you wish to drop your meal plan, you must do so by the course drop/add date, which is the 2<sup>nd</sup> week of the semester. **All students must come to Food Services and speak to the Director to change meal plans.**

Meal Plan Rates	5 Days	4 Days	3 Days	2 Days	1 Day
Breakfast & Lunch	\$1,530.00	\$1,224.00	\$918.00	\$612.00	\$306.00
Lunch Only	\$765.00	\$612.00	\$459.00	\$306.00	\$153.00

Meal plans are calculated based on an \$9.00 per meal rate.

**Cash Plan:** Single meals may be purchased for \$10.00 each. **Friday Lunches:** Due to the close of business at noon on Fridays, breakfast will be served until 10:30am and sack lunch items (sandwiches, pre-made salads, chips etc..) will be provided in Kelly Hall. Lunch is still available to the students, just in a different format of self-serve at the students convenience.

**Missed meals:** If a student misses a meal, they may come to an alternate meal, such as breakfast in place of lunch.



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