Policy title	Category
Financial Aid (Graduate Programs)	Admissions Financial Aid Graduate/Adult/Transfer Registrar
Owner	**Approved by**
Director of Financial Aid and Scholarships	Vice President for Enrollment Management

Purpose of this policy

To inform graduate students of the costs, payments and refund policies, including the refund calculation for Title IV (federal aid) funds.

Policy statement

Graduate Financial Information

Tuition and Fees

Tuition for all graduate courses is charged on a per-hour tuition rate. Fees are assessed for specific courses to pay for additional costs of the course and/or program, and are not refundable.

Complete, up-to-date information on tuition and fees is located under **Registration/Class Schedules**.

Payment Policy

Tuition and fees are due at the beginning of each course. Payment or arrangements for payment can be made in one or more of the following ways:

- Payment in full. Students can make payment in full by cash, check, or credit card.
- Scheduled tuition payments. See below under Monthly Payment Plan.

If payment is not received or arrangements are not made by the payment deadline, a $40 late fee is assessed. Additionally, students may be administratively withdrawn and will be charged 10% of the tuition and 100% of fees that apply to their registration.

Enrollment in subsequent semesters will not be allowed until financial obligations have been met. Transcripts are released only after all financial obligations have been met.

Students leaving the University whose accounts are not paid in full may have their accounts turned to a collection agency and these students are responsible for all reasonable collection costs.

Monthly Payment Plan

Nebraska Wesleyan University offers a monthly payment plan to help students budget the cost of education. This special plan divides the cost of tuition and fees into monthly installments. No interest is charged, but a service fee is added. The plan may cover any portion of costs up to full tuition and fees. Contact the Business Office for details.

Refund Policy

Nebraska Wesleyan's refund policy for the traditional semester is below. Refunds for students in courses offered in accelerated or other alternatively scheduled terms are figured using this schedule on a prorated basis. Refund policies for specific terms are included in the

class schedule for that term.

Tuition Refund Schedule

Percent of Semester Rate to be Refunded

During the First Week

90%

During the Second Week

80%

During the Third Week

60%

During the Fourth Week

40%

During the Fifth Week

20%

If individuals believe extenuating circumstances merit a departure from the tuition refund schedule, they may appeal in writing to the Academic Affairs Office for special consideration.

Title IV Refund Calculation Policy

The Higher Education Amendment of 1998 established a new procedure for the return of Title IV Federal Student Aid when a student who is receiving Title IV aid withdraws from college before the end of a semester. The new Return of Title IV Funds policy follows:

The Financial Aid Office will determine the Title IV Federal Student Aid refund percentage based upon the student withdrawal information on file in the Registrar's Office. The number of days enrolled will include weekends but will not include scheduled breaks which are five days or longer.

If a student who has been awarded a federal loan and/or grant does not officially withdraw and fails to earn a passing grade in at least one course over an entire semester, the institution must assume, for Title IV purposes, that the student has unofficially withdrawn, unless the institution can document that the student completed the semester. Federal regulations require a Title IV refund calculation must be processed by the Director of Scholarships and Financial Aid.

If there is a balance due on tuition and fees after the return of Title IV Federal Student Aid, the student will be responsible for the balance due.

Federal Direct Loans

Graduate students may apply for Federal Direct Loan assistance.

Application Procedures
Students accepted for admission who wish to apply for financial assistance must submit the Free Application for Federal Student Aid (FAFSA) and list Nebraska Wesleyan University, Title IV School Code 002555, as a recipient.

Unsubsidized Federal Direct Loans
A student who is not eligible for a Subsidized Federal Stafford Loan may borrow through the Unsubsidized Federal Stafford Loan program. Graduate students may borrow up to the cost of attendance or $20,500, whichever is less. An origination and federal default fee may be deducted from the proceeds of the loan. The student borrower is responsible for interest on the loan during in-school, grace, and deferment periods. Interest may be paid quarterly by the borrower or capitalized and added to the principal balance at the time of repayment. Repayment begins six months after graduating, withdrawing, or dropping below halftime status.

Compliance with this policy

State Authorization

Nebraska Wesleyan University is authorized by the State of Nebraska to operate educational programs. Approval from the State of Nebraska is maintained by the Coordinating Commission for Postsecondary Education. If a student has a complaint about Nebraska Wesleyan University they may contact:

Coordinating Commission for Postsecondary Education
140 N. 8th Street, Suite 300
PO Box 95005
Lincoln, NE 68509-5005
Phone: 402-471-2847
Fax: 402-471-2886
Web: **https://ccpe.nebraska.gov/student-complaints-against-postsecondary-inst…**

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