



TUITION AND FEES 2011-2012

THE XAVIER COMMITMENT

At Xavier, we're committed to providing you with a high-quality education at a reasonable cost. We offer a range of resources, from merit scholarships to grants, loans and employment, assistantships and fellowships, and even financing plans. We can help you afford the education you want and deserve.

The Office of the Bursar maintains the official website for tuition and fee information. Please visit www.xavier.edu/bursar for additional information.

POLICIES

Tuition rates are assessed to a student based on the student's primary matriculation as a graduate or undergraduate student as determined by the academic policies of the University. Students taking courses for audit purposes are charged regular tuition rates.

PART-TIME CHARGING POLICY FOR UNDERGRADUATE PROGRAMS

Any student registered and charged at the 1-6 credit-hour rate who adds more hours will have overall tuition recalculated at the 7-11 credit-hour rate or full-time rate depending on the number of additional hours added.

Any student registered and charged at the 7-11 credit-hour rate who withdraws during or after the published schedule adjustment period (usually the first seven days of the semester) will receive a tuition credit for the withdrawn hours based on the published refund schedule. The student's overall tuition will be recalculated based on the remaining number of liable billing hours.

FEE PAYMENT

The Office of the Bursar is responsible for the assessment and collection of tuition and fees payable to Xavier University. Inquiries should be directed to the Office of the Bursar, Xavier University, 3800 Victory Parkway, 135 Alter Hall, Cincinnati, Ohio 45207-3181. You may contact us at 513-745-3435 or through our website at www.xavier.edu/bursar.

Office Hours, all semesters

Monday-Friday, 8:30 a.m.-5:00 p.m. Hours are subject to change.

This brochure contains the payment and refund policies and the schedule for tuition and fees for the 2011-2012 academic year, effective summer semester 2011. For further details, consult your online catalog or current schedule of classes online.

WEBSITE

All information about tuition and fees can be found at www.xavier.edu/bursar. To make payments online using MasterCard, Discover, American Express or an electronic check, you must log into the MyXU Portal or be an Authorized User. For more information, go to www.xavier.edu and click on Frequently Asked Questions. There is a convenience fee for all credit card transactions. Credit card payments are only accepted online. There is no fee for paying by electronic check.

PAYMENT OPTIONS

All prior financial obligations to the University must be paid in full before registration is permitted for any new semester or session. If payment or other arrangement is not made by the announced deadline, the Bursar has the option of cancelling the student's registration.

All student charges are assessed at the time of registration. If paying in person, the University accepts cash or checks. You can also pay online by credit card or electronic check. Payment plans are available. Visit www.xavier.edu/bursar, click on the Frequently Asked Questions link, and click on **How do I enroll in a Payment Plan?**

REFUND SCHEDULE

Number of calendar days from beginning of the semester	Amount of full term refund
Before first day of classes	100%
Day 1-7.	100%
Day 8-14.	80%
Day 15-21.	60%
Day 22-28.	40%
Day 29-35	20%
After day 35.	0%

Split term

(7 weeks)	(8 weeks)	
Day 1-7.	Day 1-6	100%
Day 8-14.	Day 7-13.	60%
Day 15-21.	Day 14-20	20%
After day 21.	After day 20	0%

IMPORTANT NOTE

Failure to attend class(es) is not sufficient notice to the University to qualify for a refund and may result in a punitive grade of VF (failure to officially withdraw) on the student's academic record.

Not all fees are refundable after classes begin.

Refunds for students approved to move off-campus are based on the day the student leaves University housing.

Board plan refunds are based on the tuition refund schedule. Board refunds issued in the first through seventh calendar day of the term will be based on actual usage.

In extraordinary circumstances, such as serious illness or injury, when a student is forced to withdraw from classes after the refund period has ended, a written appeal may be made to the dean of the college requesting special consideration or directly to the University Bursar. Appropriate documentation is required with such an appeal.

FREQUENTLY USED TELEPHONE NUMBERS

Area code 513

Admission (undergraduate)	745-3301
Center for Adult and Part-time Students	745-3355
Executive MBA Program	745-3412
Graduate programs (all but MBA)	745-3360
MBA Office	745-3525
Office of the Bursar	745-3435
Office of Financial Aid	745-3142
Office of the Registrar	745-3941
Office of Residence Life	745-3203
Student Accounts	745-4841
Office of Student Life	745-3202

OPEN REGISTRATION

Any registration after early registration through the first day of school is defined as “open” registration. All students are required to arrange for payment of tuition and fees at the time of open registration to avoid cancellation.

LATE REGISTRATION

Late registration refers to any registration that occurs after school begins. All students are required to pay 100 percent of tuition and fees when registering after classes begin. Please visit the bursar’s website or the Office of the Bursar after registering to make payment in order to avoid cancellation of classes.

RETURNED CHECKS

Checks and ACH payments returned by the bank unpaid result in the assessment of a service charge of \$25 per check against the issuer’s account or against the account of the student on whose behalf the check was presented. Failure to make prompt payment for returned checks will result in the cancellation of registration, as well as other collection activity. All collection costs are the responsibility of the student on whose behalf the check was presented.

REFUNDS

Students who officially withdraw from the University or withdraw from class(es) may be eligible for a refund of tuition based upon the amount of tuition assessed and the date of official withdrawal. (See withdrawal policies on the Registrar’s website.) Students must officially withdraw through the Office of the Registrar or the Center for Adult and Part-time Students to be eligible for any refund. All financial aid must be adjusted before a refund is issued.

Tuition refunds for summer sessions are pro-rated based upon the official withdrawal date and the portion of the session elapsed. Contact the Office of the Bursar for specific refund amounts. Refund checks are issued each Friday to those individuals who had a credit balance/overpayment on their Bursar account at the end of the previous week. The checks are available for pick-up after noon on Friday in the Office of the Bursar. Checks not picked up by 5:00 p.m. on the next business day will be mailed to the student’s local address.

All students may participate in the five-payment plan. This allows you to spread the payments for a semester over a five-month period. These payments are due July through November for the fall semester. For the spring semester, the payments are due December through April. For the summer, there is a four-payment plan available May-August.

The employer reimbursement payment plan is offered only to those students who are reimbursed by their employer for their tuition costs. Under this plan, a student does not have to make any tuition payments until January after the fall semester and June after the spring semester. For the summer, payment of tuition is due in September. There is no administrative fee for this plan, however, interest is charged monthly on the unpaid balance. The interest must be paid each month. Because the due dates are extended until after the semester, payment must be made promptly on the January, June and September due dates. After these dates, accounts with unpaid balances are assessed an irreversible late fee of \$50 per month. Please note, if your employer does not pay 100 percent of your costs, your portion must be paid according to the policies for regular semester payments.

All unpaid balances on all of the above plans are assessed a monthly interest charge of 1 percent (rate is subject to change). All of these plans can be reviewed at www.xavier.edu/bursar.

BILLING PROCESS

Xavier uses an eBilling process to present students and Authorized Users with an invoice detailing charges for tuition, fees, room and board, in addition to estimated financial aid that has been arranged through the University’s Office of Financial Aid as of that date. Be sure to visit www.xavier.edu/bursar and read the Frequently Asked Questions pertaining to billing. Payment is due on the 20th of each month.

Estimated financial aid, as shown on the initial semester billing (July and December), becomes an actual posting during the first full month of the semester. Please call the Office of Financial Aid at 513-745-3142 if you have questions.

UNDERGRADUATE PROGRAMS 2011-2012

College of Arts and Sciences

Full-time student tuition, per semester	
12 through 18 credit hours	\$15,115
Instructional technology fee	200
Student health fee	150
Student activity fee	115
Excess of 18 credit hours, per credit hour (excludes Honors AB Program)	840
Part-time student tuition, per credit hour *	
1 through 6 credit hours	590
7 through 11 credit hours	790
Off-campus credit courses	400
Student activity fee	9

College of Social Sciences, Health, and Education:

Full-time student tuition, per semester	
12 through 18 credit hours	\$15,115
Radiologic technology program, subject to approval by hospitals	4,300
Instructional technology fee	200
Student health fee	150
Student activity fee	115
Excess of 18 credit hours, per credit hour (excludes Honors AB Program)	840
Part-time student tuition, per credit hour *	
1 through 6 credit hours	590
7 through 11 credit hours	790
Off-campus credit courses	400
Student activity fee	9

Williams College of Business:

Full-time student tuition, per semester	
12 through 18 credit hours	
Admitted WCB summer 2010 and later	\$15,615
Admitted WCB prior to summer 2010	15,115
Excess of 18 credit hours, per credit hour	
Admitted WCB summer 2010 and later	870
Admitted WCB prior to summer 2010	840
Business Profession Course	250
Instructional technology fee	200
Student health fee	150
Student activity fee	115
Part-time student tuition, per credit hour *	
1 through 6 credit hours	
Admitted WCB summer 2010 and later	620
Admitted WCB prior to summer 2010	590
7 through 11 credit hours	
Admitted WCB summer 2010 and later	820
Admitted WCB prior to summer 2010	790
Off-campus credit courses	400
Student activity fee	9

Note:

Students with undecided majors should reference the College of Arts and Sciences for tuition and fees.

*Credit-hour rate includes instructional technology fee of \$13 and student health fee of \$4; off-campus credit courses excluded.

For student health fee, a co-pay may be required after a certain number of visits, as determined by the Health and Wellness Center and Psychological Services Center.

GRADUATE PROGRAMS 2011-2012

College of Arts and Sciences:

Tuition, per credit hour *	
MA and non-degree seeking	\$576
Off-campus credit courses	405

College of Social Sciences, Health, and Education:

Tuition, per credit hour *	
MA, MS, MSN and MSHA	\$576
MS Criminal Justice	566
MA Counseling programs	535
MEd and non-degree Ed Certificate students.	520
MS-Executive HRD program	595
MEd-Catholic School	330
Occupational Therapy Program	670
PsyD program	730
Off-campus credit courses	405

Williams College of Business:

Tuition, per credit hour *	
MBA, per credit hour	\$740
MBA, Off-site (Class of 2012)	818
MBA, Off-site (Class of 2013).	836
Executive MBA program, (Classs of 2012 and 2013)	1,225

CAPS, ESL AND MISCELLANEOUS PROGRAMS 2011-2012

Other:

Tuition, per credit hour *	
Weekend Degree program	\$590
High School Junior program	80
Collegium program.	50
Senior citizen rate.	60
Summer non-credit workshop fee.	195
English as a Second Language (ESL), per semester	
Summer (Full-time)	3,995
Fall and spring (Full-time).	4,995
Half semester	2,795
Summer half semester.	2,195

*Credit-hour rate includes instructional technology fee of \$13 and student health fee of \$4; off-campus credit courses excluded.

For student health fee, a co-pay may be required after a certain number of visits, as determined by the Health and Wellness Center and Psychological Services Center.

ROOM AND BOARD 2011-2012

Residence Halls (per semester)

Brockman, Kuhlman and Husman Halls	
Double occupancy	\$2,800
Triple occupancy	2,200
Quad occupancy	1,900
Buenger Hall and new Residential Complex	
Single occupancy (one bed per room units)	3,400
Double occupancy (two beds per room units)	3,100
Xavier Village	
Two-bedroom apartment - double occupancy	3,600
Four-bedroom apartment - single occupancy	3,900
The Commons	
Two-, three- and four-bedroom apartment - single occupancy	3,900
University Apartments	
Triple occupancy	2,500
Double occupancy	3,100
Manor House	
Double occupancy	3,000
Single occupancy	3,750

Note: Contact the Office of Residence Life for summer rates and rates for other University-owned facilities.

MEAL PLANS (PER SEMESTER)

Ultimate Muskie + \$100	\$2,265
14 meals per week + \$100	2,060
225 block meals + \$100	2,160
Commuter Plan: 80 meals per sem + \$150	875
Commuter Plan: 40 meals per sem + \$150	525
Commuter Plan: 25 meals per sem + \$150	390

FOR MORE INFORMATION:

Office of the Bursar

<http://www.xavier.edu/bursar>
513-745-3435
xubursar@xavier.edu

MISCELLANEOUS FEES 2011-2012

Other Miscellaneous Fees

Parking (per semester - fall and spring)	
Full-time permit - commuter student	\$50
Full-time permit - resident student	60
Full-time permit - Village or Commons lots	70
Part-time permit (after 3:00 p.m. and weekends)	30

Graduation Fees

Graduate and undergraduate programs	50
Fee after deadline	100

Student Orientation Fee

New Freshmen	
Fall semester (includes Manresa program)	190
International students	35

Application Fee

Undergraduate programs	35
Graduate programs	35
MBA program and PsyD program	35

Other Fees

Transcript fee (normal processing)	5
Transcript fee (immediate processing)	10
Additional diploma fee	30
ESL summer activities fee	75
Professional Education License fee - initial license	35
Professional Education License fee - continuing license	20

Tuition Deposit

Full-time undergraduate students	200
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Housing Security Deposit

Residence halls	200
Apartments	200

Housing Reservation Deposit

Incoming students	200
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NOTE: This listing includes the most common tuition and fees charged by the University. Specific course, lab and material fees are listed in the Schedule of Classes.