

TUITION AND FEES

Tuition and fees are subject to change. Please go to Tuition and Fees to see our current tuition and fees.

All courses carry a per course registration fee and a per credit incidental fee. All distance education courses carry a per course fee. These fees allow students access to campus services without additional cost such as:

- Computer labs
- Southwestern's distance learning courses
- Lab courses
- Student Recreation Center
- Student activities

Some courses are offered as self-support and carry a fee amount that is required for course delivery and materials.

All students are charged fees regardless of service utilization. The College reserves the right to change tuition and fees at any time. This does not affect the right of the College President to levy special charges at any time should conditions make this necessary. A late fee may be assessed for original registrations processed after the start of the term. Registrations received after the end of the term may be assessed a \$250 late registration fee.

RESPONSIBILITY FOR PAYMENT

Responsibility for payment of tuition and fees are assessed when the students register. Students are responsible for payment arrangements at the time of registration.

Account balances under \$500 require payment in full or students may be withdrawn if payment is not received within five days of registration. Payments may be made by cash, check, money order, VISA, MasterCard, American Express or Discover Card. Please make checks payable to Southwestern Oregon Community College.

Tuition and fees may be billed to an employer or an agency if the College has received the appropriate authorization. Students have the option to set up a payment plan with monthly payments. A non-refundable fee of \$32 per term is charged for the payment plans. Students that are under 18 years of age, Southwestern requires a payment plan be made in the parent or guardian's name. For payment options, please visit the Student Success Center in Stensland Hall, Coos Campus, or Curry Campus. Coos Students may call 541.888.7352; Curry students may call 541-813-1667.

EDUCATIONAL PAYMENT PLAN OPTIONS

Plan Type	Monthly Payments	Fee
Term	3	\$32
Pay in full	At time of registration	none

Students will be set up on a monthly payment plan if there is an outstanding balance over \$499 the second week of term. A non-refundable fee of \$32 per term is charged for the payment plan. Monthly payments are due on the 10th of each month. If you're under 18, you'll need to make a payment plan in the parent or guardian's name. For details on payment options, please visit the Student Success Center in

Stensland Hall, Coos Campus, or Curry Campus. Coos Students may call (541) 888-7352 and Curry students may call (541) 813-1667.

Students who receive any form of financial aid during the Academic Year will have the funds applied to their outstanding balance.

Students who do not meet their financial obligations may be subject to, but not limited to:

- Being administratively withdrawn from course(s) which shall include loss of any tuition and fees paid and the permanent loss of all credits and/or grades for the term in which the withdrawal occurs;
- Withholding a certificate, diploma, or degree;
- Prohibiting subsequent registrations until debt is paid.

Students who have a delinquent accounts receivable or who are in default on Payment Plans, Emergency Tuition Loans, Stafford and Perkins Loans, Title IV, or who have other college debts will be allowed to register once the debt is paid in full or acceptable arrangements are made at the Student First Stop Center. Delinquent accounts over 90 days old from the time of registration may be sent to collection agencies.

REFUNDS

Students who stop attending their courses during the term must formally withdraw by either dropping their courses through myLakerLink or by submitting a drop form with the Student Success Center. Refunds are computed from the date of the formal withdrawal, not from the date the student stopped attending.

REFUND DEADLINE

Course Length	Refund Deadline
5 weeks or longer	Second Wednesday of the term at 5:00 p.m.
1 week to less than 5 weeks	Second day of the first week
1 week or less	Day before course first meets
"R" symbol next to course	5 business days prior to the day of the course

For courses five weeks or longer, a 100-percent refund is given if the formal withdrawal is completed by the second Wednesday, 5:00 pm, of the term.

For courses that are scheduled to meet more than one week and less than five weeks, a 100-percent refund will be given if the formal withdrawal is completed by the end of the second day of the first week the course is scheduled to meet.

For courses that are one week or less in duration, a 100-percent refund will be given if the formal withdrawal is completed by the end of the day before the first meeting. This applies to courses that start on the first day of the regular term (summer, fall, winter, spring) or at some other time during the term; it is possible that a student would have to withdraw from a course before the course actually meets to receive a full refund.

Courses preceded with an "R" symbol in the schedule have a refund period of five business days prior to the day of the course. Students who feel that their circumstances are extraordinary and warrant exception from this process may appeal with documentation to the Student

Success Center by completing a Request for Refund and Exception to Procedure form. Requests must be submitted within the current term.

The refund process begins the third week of the term in which the students are enrolled. Students who receive financial aid funds will receive a refund after any funds owed to the College or the U.S. Department of Education are deducted. To receive your refunds electronically, go to myLakerLink, Finances tab, to enter your bank information. When the refund amount is less than \$5, students will be notified by mail to come to the Student Success Center to receive a cash disbursement.

Student withdrawing from courses, after the refund period, are responsible to pay the balance due on any federal student loans, payment plans, and accounts receivable.