

# Tuition, Fees, and Financial Aid

Tuition and fees published in this catalog are subject to change by order of The Board of Trustees for the Connecticut State University and The Board of Governors for Higher Education. The fees listed on the following pages were anticipated at the time of this publication. There is a separate fee schedule for full-time students who are Connecticut residents, full-time students who are not Connecticut residents, and for all part-time students.

## FULL-TIME AND PART-TIME STATUS

Only those students who have been admitted to a graduate program through the School of Graduate Studies may be classified as full-time graduate students. To maintain full-time status, a graduate student must be registered for at least 9 credit hours. Part-time graduate students are those registered for less than 9 credit hours per semester.

A student is registered as full-time or as part-time for tuition purposes. Up to the end of the Add/Drop period, a qualified student may, by submitting the appropriate forms, change from full-time to part-time or from part-time to full-time. After the last day for Add/Drop, there will be no change in status for tuition purposes.

## RESIDENCE STATUS

Students admitted to the University are classified as Connecticut residents or out-of-state residents according to Connecticut statute and the policies of the Board of Trustees for the Connecticut State University. International students on visas are considered out-of-state residents.

Whenever the University deems it necessary, the student may be requested to submit an affidavit to certify residence status in accordance with regulations established by the Board of Trustees for the Connecticut State University. The failure of a student to disclose fully and accurately all facts relating to residence status shall be grounds for dismissal from the School of Graduate Studies.

A student classified as an out-of-state resident who feels that he or she qualifies as a bona fide resident of Connecticut may request a change of classification from the Registrar by completing a Residency Reclassification Affidavit and supplying supporting documentation. Forms can be obtained in the Registrar's Office, Wintergreen Building.

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**FULL-TIME STUDENT ANNUAL TUITION AND FEES**

	Connecticut Resident	Out-of State Resident
Tuition _____	3,970.00	11,061.00
University Fee _____	\$ 820.00	\$2,014.00
University General Fee _____	1,785.00	1,785.00
Activity/Dues _____	54.00	54.00
Technology Fee _____	223.00	223.00
Health Insurance _____	508.00*	508.00*
Total _____	\$7,360.00	\$15,645.00

\*estimate based on 2005-06 rates

Full-time, in-state students in the Master of Business Administration program and the Master of Library Science program are charged \$3,887.00 per semester and out-of-state students are charged \$7,994.00 per semester in addition to sickness insurance if not waived.

**PART-TIME STUDENT COURSE FEES**

Part-time graduate students are charged graduate rates for both graduate and undergraduate courses. Tuition and fees are based on student type or level (graduate /undergraduate), not course level. Graduate students are charged \$406.00 per credit as well as a \$55.00 non-refundable registration fee once per semester. An \$8.00 per credit hour Information Technology Fee is included in the part-time rate. Students in the Master of Business Administration program and Master of Library Science program are charged \$457.00 per credit. Those enrolled in the doctoral program in Educational Leadership are charged \$525.00 per credit. Students are responsible for any tuition or fee increases that occur before the first day of classes.

A student who has earned a bachelor's degree and is formally admitted to a second bachelor's degree program is charged the undergraduate tuition and fees whether enrolled full-time or part-time.

**PAYMENT OF TUITION AND FEES**

Students admitted to the School of Graduate Studies for the first time on a full-time basis must pay a \$200.00 non-refundable Binder Fee. This fee is applied to the tuition charge. Matriculated graduate students who register for the fall semester before May 20 or before November 18 for the spring semester will receive an invoice. Full payment is due by July 14 for the fall semester and December 15 for the spring semester. If payment is not received by these dates, registration and residence hall assignments are subject to cancellation. Matriculated students who register on or after July 14 and December 15 must pay the full amount due at the time of registration. Non-matriculated student fees are due at the time of registration. Lack of tuition payment by the stipulated deadline may result in the cancellation of a student's schedule of classes.

**MISCELLANEOUS FEES AND COSTS**

Application Fee \_\_\_\_\_ \$50.00

A non-refundable fee of \$50 must be submitted with the completed Application for Admission to Graduate Study.

Continuous Enrollment Fee \_\_\_\_\_ \$40.00

New Full-Time Student Binder Fee \_\_\_\_\_ \$200.00 (non-refundable)

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Late Payment Fee \_\_\_\_\_ \$50.00

All students who do not completely pay all tuition and fees by the due date must pay a late payment fee of \$50. Additionally, the University may assess a 1.5% per month charge on any unpaid balances after the due date. These charges will be added to the outstanding balance.

Graduate Re-entry Fee \_\_\_\_\_ \$50.00 per occurrence

Lost ID Card \_\_\_\_\_ \$10.00 first occurrence,  
\$20.00 per occurrence after first

Transcript Fee \_\_\_\_\_ Free

Transcripts of course work taken at SCSU may be forwarded from the Registrar's Office to any official source upon written request of the student at no charge. There is also no charge for forwarding a SCSU transcript to an SCSU office or department.

Transcript Fee (emergency) \_\_\_\_\_ \$15.00

Return Payment Fee \_\_\_\_\_ \$50.00

A fee of \$50.00 is charged for any check or credit card payment returned from a banking institution for insufficient funds, stop payment order or other reasons.

Re-registration Fee \_\_\_\_\_ \$100.00

If a student is dropped for non-payment and registers for the same semester.

Over Registration Fee \_\_\_\_\_ \$406.00 per credit

If a graduate student is registered for more than 15 credits.

Fitness Center (per semester) \_\_\_\_\_ \$60.00

Graduate Nursing Fee \_\_\_\_\_ \$300.00 full time per  
semester

Graduate Nursing Fee \_\_\_\_\_ \$25.00 part-time/credit

Art Studio Fee \_\_\_\_\_ \$60.00 per course

Biology Lab Fee \_\_\_\_\_ \$35.00 per course

Chemistry Lab Fee \_\_\_\_\_ \$35.00 per course

Earth Science Lab Fee \_\_\_\_\_ \$35.00 per course

Music Lab Fee \_\_\_\_\_ \$50.00 per course

Physics Lab Fee \_\_\_\_\_ \$50.00 per course

**ON-LINE SCSU COSTS**

Graduate In-State \_\_\_\_\_ \$410.00 per credit

Graduate Out-of-State \_\_\_\_\_ \$504.00 per credit

Master of Library Science \_\_\_\_\_ \$457.00 per credit

Incomplete/Access Fee \_\_\_\_\_ \$25.00

**ACCIDENT AND HEALTH INSURANCE**

All full-time students are covered by accident insurance for accidents occurring on or off campus during the twelve-month period August 1 through July 31. Accident insurance is included in the General Fee.

Health insurance is mandatory for all full-time and international students. Coverage

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applies to illness that occurs on or off campus during a twelve-month period. If a student already has comparable insurance coverage, information to waive the health insurance offered by the University may be found at [www.chickering.com](http://www.chickering.com). The deadline for waiver of the health insurance is September 18 for the Fall 2006 term and February 10, 2007 for the Spring 2007 term. International students cannot waive the health insurance. Students may contact the Bursar's Office at (203) 392-6140 for questions regarding insurance.

#### REFUNDS

Regulations established by the Board of Trustees for the Connecticut State University govern the refund of tuition and other fees at Southern Connecticut State University. The application fee and the part-time registration fee are non-refundable. Requests for refundable tuition and fees must be submitted before the beginning of the final examination week of the semester in which the student is enrolled.

#### Refund Schedule

Full-time students who wish to receive a refund must withdraw formally from the University. Full-time students are not entitled to a refund for courses individually dropped. Part-time students who want a refund must withdraw formally from the course(s) in which they are enrolled. The amount of refund is based on the date of withdrawal, not on whether classes were attended or the date of the last class attendance.

The part-time refund schedule is listed below:

Time of Withdrawal	Percent Refunded
Through the first week of classes as defined by the University calendar	100%
During the second and third weeks of classes	50%
After the third week of classes	No Refund

Check the semester schedule of classes for specific dates on refunds for full and part-time students. Please allow 2 to 3 weeks for the processing of refund checks. All refund checks will be mailed to the home address.

#### FINANCIAL OBLIGATIONS

Students are responsible for payment of all costs associated with attending the University in accordance with Board of Trustees guidelines. Students who fail to meet their financial obligations to the University will be suspended and denied permission to register in succeeding semesters until the obligations have been satisfied. Furthermore, students will be charged all attorney's fees and other reasonable collection costs and charges necessary for the collection of any amount not paid when due. In addition, transcripts will not be provided to any student or former student having financial obligations to the University.

Students who register for a course and neither complete the course nor officially withdraw according to published procedures will receive a grade of "F" in the course and are responsible for all financial obligations associated with the course.

For further information on costs, refunds, payment deadline dates, to review frequently asked financial questions or to ask an email question to the Bursar's Office, please visit the Bursar's Office website at [www.southernct.edu/departments/bursar/](http://www.southernct.edu/departments/bursar/).

#### NEWENGLAND REGIONAL STUDENT PROGRAM

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The New England Regional Student Program (RSP) enables New England residents to enroll in out-of-state public colleges and universities in the six state region at reduced tuition rates for certain degree programs that are not offered by their home state public institutions.

Students in this program pay 50 percent above in-state tuition rather than the full out-of-state tuition. Students must submit to the Registrar's Office a new completed application each semester in order to remain eligible for RSP.

Detailed information about the RSP can be obtained through the Registrar's Office or from the Regional Student Program, New England Board of Higher Education, 45 Temple Place, Boston, MA 02111.

#### VETERANS BENEFITS

The Connecticut State Board of Education has approved Southern's programs for the training of veterans. Educational assistance is provided by the Veterans Administration under Chapter 31 (vocational rehabilitation act for disabled veterans), Chapter 35 (dependents educational assistance act: children of deceased veterans and of totally disabled veterans and wives and widows of deceased and totally disabled veterans), Chapter 32 (post-Vietnam G.I. Education Bill), Chapter 30 (New GI Bill, effective July 1, 1985), and Chapter 106 (Reserve & National Guard Educational Assistance).

Veterans, children of veterans, and wives and widows of veterans seeking approval for training under these chapters should apply to the Veteran's Office, Wintergreen Building, for application procedures and qualifications.

#### TUITION WAIVER FOR VETERANS

For the purpose of granting a tuition waiver, a veteran is anyone who served on active duty in the United States Army, Navy, Marine Corps, Coast Guard, or Air Force, and has been released from active duty under honorable conditions. Eligibility for the G.I. Bill is not a determining factor in granting a tuition waiver to a veteran in Connecticut.

In accordance with Subsection (b) (2) and (d) (2) of Section 10A-99 of the Connecticut General Statutes, any veteran who served as stated below who has been accepted for admission and is a resident of Connecticut at the time of admission is eligible.

- Active duty for at least 90 days during: World War II (12/7/41 - 12/31/46); Korean Hostilities (6/27/50 - 1/31/55); Vietnam Era (12/22/61 - 7/1/75) any child of a Vietnam-era veteran who has been declared a MIA/POW also is eligible, provided the parent entered the service after 1/1/60; Operations Desert Shield, Desert Storm, Enduring Freedom, Noble Eagle, and Iraqi Freedom (8/2/90 to present)
- Engaged in combat or in a combat-support role, having received an Expeditionary Medal or other proof of involvement in such actions for: Peacekeeping Mission in Lebanon (9/29/82 - 3/30/84); Grenada Invasion (10/25/83 - 12/15/83); Operation Earnest Will (escort of Kuwaiti oil tankers — 2/1/87 - 7/23/87); Panama Invasion (12/20/89 - 1/31/90).

Persons who served under any other period are not eligible for a tuition waiver. To qualify, students must bring their DD214 to the Veteran's Office, Engleman Hall, Room B018.

For full-time students who qualify, tuition is waived. The State University Fee, General Fee, Class Dues, Student Activity Fee, and Health Insurance Fee (if student does not have insurance) must be paid. Fifty percent of tuition is waived for part-time students who are eligible for benefits.

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#### TUITION WAIVER FOR SENIOR CITIZENS

Connecticut senior citizens, age 62 and over, are eligible for tuition-free, part-time or full-time study at the University. To take advantage of this tuition waiver, a senior citizen must provide proof of age at the time of registration. The University then waives the State Tuition and the State University Fee. No other University fees are waived.

#### STATE UNIVERSITY STUDENT EXCHANGE

With the approval of the appropriate University dean, a full-time matriculated student may enroll at another Connecticut State University for a course or courses not available at Southern Connecticut State University. The student continues to be registered at SCSU and continues to pay tuition and fees to SCSU. Grades earned under the State University Exchange become part of the student's regular transcript at SCSU.

#### GRADUATE ASSISTANTSHIPS

Each year the University is allocated a fixed amount of funding for graduate assistantships. This is a limited resource and demand far exceeds supply. Requests for assistantships must be made through the departmental Graduate Program Coordinator.

To be eligible for a graduate assistantship at Southern Connecticut State University, a student must have received a letter of acceptance from the School of Graduate Studies and be classified as a full-time graduate student during the period of appointment as a graduate assistant. Reclassification as a part-time student will result in termination of the assistantship.

Any full-time, matriculated, graduate student in good standing may be recommended for a graduate assistantship. Graduate assistants will be paid stipends not to exceed \$300.00 for each equivalent of one semester load hour of research, instruction, or laboratory work. The maximum award is eight load hours per semester (\$2,400.00) and the minimum award is three load hours per semester (\$900.00). As a general rule, one load hour of credit is equal to three hours per week of service during the academic semester.

Graduate assistants are required to pay full-time tuition and the cost of student accident insurance, and students are also required to purchase sickness insurance that provides coverage from August through the end of July. All other fees are waived.

#### FINANCIAL AID

Graduate students of all income levels are eligible to apply for federal student loans and federal work study (part-time employment). To qualify, all applicants must file the Free Application for Federal Student Aid (FAFSA) by the established priority date of March 10, 2006 to receive their financial aid for the payment of the University bill (tuition and fees). To file the FAFSA, students may complete the application via the Web at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) or obtain a paper FAFSA, complete the form, and mail it to the federal processor. The school code for Southern Connecticut State University is 001406.

Only graduate students who are admitted as matriculated students are eligible for federal financial aid. Non-matriculated students are not eligible for federal loans and employment. Part-time students (6-8 credits) and full-time students (9 credits or more) are eligible for federal aid and must maintain satisfactory academic progress (SAP) each semester to continue to receive financial aid. The enrollment status of a graduate student will be determined by those "graduate level" courses as defined by the Registrar. Audited courses and undergraduate courses do not count toward attempted credits for financial aid purposes. Graduate students matriculated in teacher certification programs which include undergraduate courses may be eligible for aid for up to one

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year as determined by the Office of Financial Aid and Scholarships.

Non-matriculated students seeking financial aid for the summer term must be formally admitted to the Graduate School before the first day of the first summer session. The Office of Financial Aid and Scholarships reviews and processes all eligible students for summer financial aid up to the first day of classes for Summer Session A.

For full-time graduate students, satisfactory academic progress is defined as successful completion of a minimum of 18 semester hours per academic year or two consecutive semesters of enrollment. For part-time graduate students, satisfactory progress is defined as the successful completion of all credits attempted. Graduate students must maintain a cumulative grade point average of 3.0 at all times to remain eligible for financial aid.

There is no financial aid of any kind available for international students at Southern Connecticut State University.

#### **Federal Stafford Student Loan Program (Subsidized and Unsubsidized)**

The Federal Stafford Loan Program enables students to borrow money to help supplement their education. Students must demonstrate financial need to be eligible for the subsidized federal Stafford Loan. The federal unsubsidized loan is available to all students regardless of need. Students cannot borrow more than the cost of education minus any other financial aid received from external sources. The interest rate is a variable rate. Repayment begins approximately six months after the student graduates, leaves school, or drops below half time.

#### **Student Employment**

There are need-based federal work-study funds available to graduate students who seek part-time employment on campus. If eligible, graduate students could be assigned in their respective academic area of study. All interested applicants should complete the FAFSA before the priority date to be considered for on-campus employment. Employment applications are available in the Office of Financial Aid and Scholarships in the Wintergreen Building.

#### **GRADUATE RESEARCH FELLOWSHIPS**

The School of Graduate Studies holds a Graduate Research Fellowship Competition each year for full-time graduate students working toward the master's degree or sixth year diploma program. Each fellowship award is in the amount of approximately \$8,000.00.

Applications require departmental nomination and sponsorship by a member of the graduate faculty who will serve as a research adviser. They must also be associated with scholarly research of a quality that can be submitted for refereed publication or in a refereed creative activity appropriate to the academic discipline.

Consideration for a Graduate Research Fellowship is contingent upon 1) acceptance to a master's degree or sixth year program, 2) enrollment as a full-time student, 3) a complete fellowship application, 4) sponsorship by a member of the graduate faculty, and 5) nomination by a graduate degree program at SCSU. Applicants should have a minimum cumulative grade point average of 3.4 or higher.

Awards are made by the Dean of the School of Graduate Studies. It is understood that students will not hold other university-supported positions (such as graduate assistant, teaching assistant, or adjunct faculty) while holding the award of Graduate Research Fellow. At the conclusion of each year, fellows deliver oral presentations summarizing their research at the Annual Graduate Research Symposium held the first Thursday in May. Fellows also provide the Dean with a written report that is placed in Buley Library and made available to the university community.

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