

Charges and Fees

2006-07 Charges and Fees*

Academic Year Charges and Fees

TUITION \$21,980

(3.0 to 4.5 credits/Fall, Winter Terms)

(1.25 credits/May Term)

FULL-TIME STUDENT AUDIT FEE No charge

GENERAL FEE \$430 per academic year

(This fee covers health services as outlined under Student Health Service. It also includes use of the Student Center, student activities fee, recreational fee, Homecoming fee, and student government.)

MEALS (20 meals/week plan) \$3,510 (\$1,680 per year for

(Based upon the student's status, a student may request other plans with fewer meals per week. Students are charged the full board amount each term, but the difference between the cost of the full board plan and the alternate plan is credited to the student in points. Points may be redeemed for food and beverage purchases in the Den or the Konditorei. Unused points at the end of May Term are forfeited.)

RESIDENCE HALL \$3,205-3,435 (\$4,615 Knights Village)

(Single room—add 25-40 percent surcharge)

*All academic year fees are billed ½ for Fall Term and ½ for Winter/May Term, except meals and residence halls. The amounts noted above include the May Term board and room charges.

The above fees are for the Fall, Winter and May Terms for 2006-07 and are subject to change in subsequent years. In addition to the standard charges, there are also other fees for overloads, music lessons, student teaching, etc., for full-time students. There are separate part-time and summer school charges. (The college attempts to maintain all published charges throughout the academic year, but reserves the right to make adjustments and change procedures should unforeseen conditions make it necessary.) Updated fees are published on the college Web site.

Student Payment Agreement (SPA)

Payment of tuition and all other charges and fees becomes an obligation of the student at the time of registration. Billings are generated before the

beginning of each term. The Federal Truth-In-Lending Act requires a complete disclosure of the terms and conditions governing the payment of these obligations and the method of calculating any applicable finance charges. To comply with these regulations, the college requires each student to sign a Student Payment Agreement (SPA). If the student is not at least 18 years of age, a parent's signature is required. The SPA provides assurances to the college in regard to collection of charges and fees. The SPA also explains Wartburg's policies relating to past-due accounts, including the 1½ percent per month (18 percent annual percentage rate) finance charge. This charge will be applied to the student's past-due balance still outstanding, beginning 30 days after the first day of each term. If the SPA is not signed by the student, the college may cancel the student's registration and housing.

Terms of Payment

An advance statement of costs for the term, along with any related financial aid, will be mailed to students approximately two to three weeks before the term begins. The net balance (i.e., charges minus related financial aid) should be paid at the beginning of the term and is considered PAST DUE 30 days after classes begin. Checks should be made payable to Wartburg College and mailed to the Controller's Office.

Since some parents and students prefer to pay tuition and other fees in equal monthly installments, the college offers a payment plan option beginning in the summer and ending in March. Contact the Controller's Office for additional information at 319-352-8278 or e-mail controller@wartburg.edu.

Overdue Payments

Students whose accounts are past due may be assessed a finance charge of 1½ percent per month (18 percent annual rate) on the outstanding balance owed for each month or part of a month for which the account is past due. Students who are unable to make the payments on the specified dates should contact the Controller's Office before the payment is due. In the absence of special arrangements, the college may cancel the student's registration and housing.

The college reserves the right to withhold the transcripts and/or the diploma until a student's account has been paid in full.

Special Circumstances

The college recognizes that individual circumstances may require special consideration. Students and/or their parents are encouraged to contact the Controller's Office, Financial Aid Office, or Dean of Student's Office if they have questions or concerns.

Change in Enrollment Status

If students change their enrollment status before the end of a term, charges on their student account, as well as their financial aid, may change to reflect the new status (e.g., changing from a full-time student to a part-time student or withdrawing completely from school). See the Controller's Office and the Financial Aid Office for further information.

Leave of Absence

A leave of absence is available to students who must withdraw from Wartburg College for health or personal reasons. To qualify, a student must have completed more than 60 percent of the term and plan to return to Wartburg at a later date. Students considering a leave should discuss their circumstances with the Dean of Students. Authorizations for a leave of absence must be granted through the Student Life Office, and students requesting a leave must complete a form available in that office. A re-enrollment following a leave of absence may require approval through the Student Life Office. At that time, the student will be expected to present satisfactory documentation that conditions leading to the leave have been resolved.

Withdrawal Procedures

A student who plans to leave the college after the start of a new term and not return the following term must fully withdraw from the college. The withdrawal process begins in the Student Life Office. This ensures correct reimbursement, proper recording of the student's grades, clearance of encumbrances against the student's record, and adjustments to financial aid.

Withdrawing before the end of the term may impact the student's bill and financial aid. Students who withdraw from Wartburg College and intend or decide to return may re-enroll as a returning student by contacting the Registrar's Office, provided that they have not enrolled at another college or university without prior approval by the Dean of Students. A student who has enrolled at another college after withdrawing from Wartburg College must go through the Admissions Office to reapply for admission.

Refund Policy

Refunds for tuition and fees are based on the "Date of Withdrawal" (the date the student completes the official withdrawal form). Refunds for room and board are based on the "Date of Room/Board Withdrawal" (the date the student officially checks out of his or her room).

No refunds are given for tuition, fees, and financial aid if 60 percent of the term has elapsed before the "Date of Withdrawal." No refunds are given for room and board if 60 percent of the term has elapsed before "Date of Room/Board Withdrawal."

The number of days in the term and the number of days elapsed since the beginning of the term are based on calendar days, including Saturdays and Sundays. Thus, the first week refers to the first seven calendar days of the term. Breaks of five days or more are excluded from this calculation.

A. TUITION

Tuition is prorated based on the number of days between the beginning of the term and the Date of Withdrawal.

B. ROOM

Room is prorated, based on the number of days between the beginning of the term and the Date of Room/Board Withdrawal.

C. BOARD

For students who live on campus and participate in the full-board plan, board is prorated based on the number of days between the beginning of the term and the Date of Room/Board Withdrawal. For students who live off campus and participate in any board plan, board is prorated based on the number of days between the beginning of the term and the date of the student's last meal on campus.

For students who live on campus and participate in Pick 18, Pick 15, Pick 12, or

Pick 6 plans, board is prorated. Unused points are non-refundable.

D. FEES

Fees

Fees are non-refundable. See separate policy on May Term trips.

May Term Trip Fees

May Term trip fees are refunded on an individual basis. Each trip refunds the fee uniquely.

E. FINANCIAL AID

Institutional Aid

Institutional financial aid will be prorated based on the number of days elapsed since the beginning of the term. The date used to figure this is the "Date of Withdrawal." After 60 percent of the term has passed, no financial aid revisions will be made.

Federal and State Aid

Federal and state aid will be adjusted according to applicable government organizations. In the absence of any such requirements, aid will be adjusted in the same manner of institutional financial aid.

Under special circumstances in which the student for medical reasons or other extenuating circumstances is not able to initiate the withdrawal, the Dean of Students will make appropriate arrangements for billing and refunding.