

# Fee Payment Schedule

# & Tuition and Fee Schedule



**GREENVILLE  
NORTH CAROLINA**

IT IS RECOMMENDED THAT YOU  
RETAIN AND FOLLOW THIS SCHEDULE

## 25% Tuition Surcharge

Please be advised that undergraduates may be subject to a 25% tuition surcharge for hours in excess of 140 credit hours. ECU summer credit hours earned are exempt. See your department chair or advisor for details of this law as it may apply to you.

## Residence Classification Notice to Students

Your current residence classification, for purposes of applicable tuition rates, is required to be changed if, since original establishment of your current classification, your state of legal residence has changed.

(1) If you currently are classified as a non-resident for tuition purposes, it is your right to petition for a change in classification to that of resident if you claim that you are now and, for at least the 12-month period immediately preceding the date of such petition, have been a legal resident of North Carolina. If it is determined that in fact you have been a legal resident for the required 12-month period, the effective date of change in applicable tuition rates shall be the beginning of the academic term next following the date of application for tuition change, provided, that a change in billing rate may be made retroactive to the beginning of an academic term during which application was made if the 12-month period is found to have been satisfied the beginning of that term.

(2) If you currently are classified as a resident for tuition purposes, it is your obligation to petition for a change in classification to that of a non-resident if you have reasonable basis for believing that change in facts requires such a change in classification. Failure to fulfill this obligation may result in appropriate disciplinary action including, but not necessarily limited to, cancellation of enrollment. If it is determined that in fact you have become a non-resident, the effective date of change in applicable tuition rates shall be the next semester or term following the date of change in facts which required the change in classification, unless you are eligible to continue paying the resident rate for the 12-month grace period.

Copies of the applicable North Carolina Law and institutional regulations which govern such classification determinations are available in Joyner Library for inspection. Students are responsible for being familiar with the contents of these two sources of regulation.

**East Carolina University is a publicly supported institution. Tuition payments and other required student fees meet only a part of the total cost of the education of students enrolled. On the average, for each full-time student enrolled in an institution of higher education in North Carolina, the State of North Carolina appropriated \$8,486.00 per year in public funds to support the educational programs offered.**

## SPECIAL NOTICES, POLICIES AND PROCEDURES • PLEASE READ CAREFULLY

### Meals

The University operates food service facilities in seven locations throughout campus. Campus Dining Services offers seven meal plan programs to all students that afford flexibility, convenience and value. Further information can be obtained through the Department of Dining Services by calling 328-3663.

### Textbooks

Students are required to purchase their textbooks. The Student Stores, located in the Wright Building, is operated by the University for the convenience of students with its distributed profits going to the University's scholarship fund. All necessary supplies and books, both new and used, may be purchased in the Student Stores. The cost of books should range from \$50 to \$100 per course and may vary greatly depending on curricula.

### On-Line Registration

Admitted students who are not registered must secure an on-line registration form from their advisor, register, and then pay fees. **Undergraduate Students** who have not been fully admitted must be cleared by the Admissions Office, secure an on-line registration form from their advisor, register, and then pay fees. **Students** not fully admitted must be cleared by the graduate admissions office, secure an on-line registration form from their advisor, register, and then pay fees. Readmitted students must be officially admitted by the Registrar's office, secure an on-line registration form from their advisor, register, and then pay fees. **STUDENTS ARE NOT OFFICIALLY ENROLLED UNTIL FEES ARE PAID.**

### Drop-Add (Change)

- A schedule change period will continue to be scheduled at the beginning of each semester.
  - A student may drop-add with the approval of the advisor. The student must secure the signature of his or her advisor on the schedule change form and take it to the appropriate terminal operator for keying.
  - Schedule change policies for graduate students will remain the same as in the past. (See graduate catalog.)
- Students adding courses resulting in a higher block of hours will be charged at the rate of the block for which they are officially registered at the completion of their registration. ALL FEES MUST BE PAID TO CONFIRM REGISTRATION/CLASS SCHEDULE.**

- Refund checks will be available the first day of classes only if payment was received one week prior to the start of the semester term. Refunds thereafter should be available five (5) business days from 1) date processed, 2) Financial Aid/Scholarship check(s) endorsed, 3) official drop or withdrawal date.

If you have questions concerning the following, please note the appropriate offices and telephone numbers:

- Tuition and Fees** – Cashier's Office – (252) 328-6886; fax (252) 328-2413; Toll Free Number – 1 (888) 331-5328
- Financial Aid** – Student Financial Aid Office – (252) 328-8610.
- Residency (in-state/out-of-state tuition)** – Residency Classification Office – (252) 328-9888; Graduate Office – (252) 328-1466.
- University Housing Information** – (252) 328-4663.
- University Health Services** – (252) 328-6841.
- University Dining Services** – (252) 328-4286.

### Check Policy

All checks should be made payable to ECU and must contain the following information: **Student Checks** – Social Security Number, permanent address and permanent telephone number. **Parent's Check** – Student's name and Social Security Number, parent's home address, telephone number and driver's license number or social security number. Checks should be made only in the amount of tuition, fees, room and board. Post dated checks will not be accepted.

- CREDIT CARDS: MasterCard and Visa accepted for the payment of tuition, fees, room, and board.**

### Refund Policy

It is to the financial advantage of all students withdrawing, dropping to part-time status or dropping to a lower block of credit hours to do so as early in the semester/session as possible. Refunds for tuition and required fees (excluding room and board charges which are determined by contractual agreement) will be made as follows for students who withdraw or drop to a lower block of credit hours:

- Through the first week of classes (five class days starting with the first official day of classes for the university) tuition and required fees will be refunded at 100% minus a \$25.00 non-refundable processing fee for students withdrawing.
- The second week of classes (6-10 consecutive class days) tuition and required fees will be refunded at 75% minus the processing fee for students withdrawing.
- The third week of classes (11-15 consecutive class days) tuition and required fees will be refunded at 50% minus the processing fee for students withdrawing.
- The fourth week of classes (16-20 consecutive class days) tuition and required fees will be refunded at 25% minus the processing fee for students withdrawing.
- Beginning with the fifth week of classes (21st consecutive class day) refunds will not be considered. If a student wishes to appeal, the process must be initiated in writing to the Tuition Refund Appeals Committee.

All refunds will be subject to the above noted time limitations and will be based on the difference between the amount paid and the charge for the block of hours for which the student is officially registered.

**POLICY EXCEPTION:** There will be no refunds available on special course fees after the first week of classes (five class days starting with the first official day of classes for the university).

A separate and extended refund policy exists for first-time federal title IV financial aid recipients. Refer to financial aid materials or contact the Student Financial Aid Office.

To officially withdraw from the university, a student must give written notice to the Office of the Registrar.

Any refunds that a student becomes entitled to shall first be applied to outstanding financial obligations owed to the University.

**SUMMER SESSIONS:** The refund period for withdrawal or reduction in course load is limited to the first week of classes (five class days starting with the first official day of classes for the university). Students will be refunded 100% minus a \$25.00 nonrefundable processing fee for withdrawing.

## SUMMER SESSIONS 2005 FEE PAYMENT SCHEDULE

Class schedules will be cancelled if fees are not paid or deferred by:

SESSION 1: May 13th • SESSION 2: June 20th

### All Students\*

	SESSION 1 2005	SESSION 2 2005
IF PAYING BY MAIL:	April 11 - May 6	May 16 - June 13
IF PAYING ON-LINE:	April 11 - May 13	May 16 - June 20
IF PAYING IN PERSON:	April 11 - May 13	May 16 - June 20
	May 13	June 20
	May 17	June 23
	May 17 - 18	June 23 - 24
	May 19	June 27
	May 23	June 29

**IF PAYING BY MAIL:** (1) Mail your fees to the Cashier's office with the white copy of your billing statement. Please complete the METHOD OF PAYMENT section of your bill, by checking the appropriate box(es) and indicating amounts. IF the amount billed exceeds financial aid and/or awards, please remit the difference due. Even if no remittance is required, the original portion of the billing statement must be returned. (2) Your receipt/class schedule will be mailed to your permanent address. (3) You can pay your fees with check, MasterCard or Visa. (4) ECU does not accept Discover or American Express.

**IF PAYING ON-LINE:** (1) You can pay your fees on-line with MasterCard or Visa through ECU's One Stop. (2) Access One Stop at <https://onestop.ecu.edu/onestop/>  
a. You will need your student's password and id to enter One Stop  
b. Click on "Tools" tab.  
c. Select "Tuition Statements and Payments" located in the "Courses" box. (3) ECU does not accept Discover or American Express.

**IF PAYING IN PERSON:** (1) Pay your fees at the Cashier's office located in the Old Cafeteria Complex, Room 105, and receive your receipt/class schedule at that time. Office Hours are 7:30 a.m. - 4:45 p.m. May 16th - August 5th, otherwise 8:00 a.m. - 4:45 p.m.  
(2) You can pay your fees with cash, check, MasterCard or Visa.  
(3) ECU does not accept Discover or American Express.

**May 13** All schedules, both undergraduate and graduate, will be cancelled for non-payment.

**May 17** First Day of Class

**May 17 - 18** Late Registration Day and Schedule Changes (drop/add)

(1) Students who registered early can make changes to their schedule with a signed registration form or code from their advisor.  
(2) Transfer and first term students attending orientation will meet with their advisor and register at that time.  
(3) Please reference "DROP-ADD (CHANGE)" procedures on the reverse side.  
(4) Graduate students can register with the Graduate School in Regsdate 131.

**May 19** Last Day for Schedule Changes (ADD ONLY). All charges must be paid by this date or schedules will be cancelled.  
**May 23** Last Day for Refund of Tuition and Fees. Refund of room and board charges determined by contractual agreement.

**PARTIAL PAYMENT WILL NOT SECURE YOUR SCHEDULE. ALL CHARGES MUST BE PAID IN FULL.**

**\* We strongly urge you to pay your fees as early as possible in accordance with the above schedule to avoid HAVING YOUR SCHEDULE CANCELLED.**

NOTE: Your registration will be confirmed only when ALL your charges have been accepted by the Cashier's Office and credited to your account. If you do not receive your schedule, you should go to the Cashier's Office upon arrival to the University.

**ECU Cashier's Office summer hours are from 7:30 a.m. to 4:45 p.m. May 16th-Aug. 5th, otherwise 8:00 a.m. to 4:45 p.m.**

## SUMMER SESSIONS 2005 TUITION AND FEE SCHEDULE

(May 17th - June 22nd / June 23rd - July 29th)

Summer school 2005 tuition and required fees will be billed per credit hour and not in blocks of credit hours. The following rates have been approved.\*

- PER SESSION -

UNDERGRADUATES		per credit hour
Resident Tuition		\$ 89.04
Non-Resident Tuition		515.04
Educational/Technology Fee*		4.50
Health Service Fee*		7.50
University Fees*		42.96
TOTAL (N.C. Resident)		\$144.00
TOTAL (Non-Resident)		\$570.00

GRADUATES		per credit hour
Resident Tuition		\$ 122.71
Non-Resident Tuition		696.71
Educational/Technology Fee*		6.00
Health Service Fee*		10.00
University Fees*		57.29
TOTAL (N.C. Resident)		\$196.00
TOTAL (Non-Resident)		\$770.00

### ROOM RATE (optional)\*\*

Double occupancy with air-conditioning . . . . . \$350.00 per session  
Single occupancy with air-conditioning . . . . . \$450.00 per session

### MEAL PLAN (optional)\*\*

9 Meals with \$50 in Pirate Bucks . . . . . \$325.00  
5 Meals with \$75 in Pirate Bucks . . . . . \$265.00  
Pirate Bucks Account . . . . . \$150.00  
Declining Balance: a prepaid debit account opened with a minimum deposit of \$20.00 and redeposits in increments of \$20.00.

### SPECIAL FEES:

Private Music Lessons - extra per credit hour . . . . . \$31.00  
Remedial Math - additional tuition . . . . . \$106.50  
Reading Labs - equate to 2 extra hours for tuition purposes  
Late Payment Fee . . . . . \$25.00  
Returned Check Charge . . . . . \$20.00

Audit Fee Per Course, N.C. Resident -  
(No Audit Fee for full-time students) . . . . . \$36.00  
Audit Fee Per Course, Non-Resident -  
(No Audit Fee for full-time students) . . . . . \$334.00

\* Summer only

\*\* The above noted fees are required and entitle part-time students to the same services and privileges as full-time students. and Board Optional (Meal Plan required if housing option selected)

Maximum number of credit hours that may be taken per session without special permission: Undergraduate 7; Graduate 5.

RATES ARE SUBJECT TO CHANGE WITHOUT PRIOR WRITTEN NOTICE.

TURN PAGE FOR SPECIAL NOTICES, POLICIES AND PROCEDURES