SPECIAL NOTICES, POLICIES AND PROCEDURES • PLEASE READ CAREFULLY

Check Policy
All checks should be made payable to ECU and must contain the following information: Student Checks – Student ECU ID No. permanent address and permanent telephone number. Parent’s Check – Student’s name and Student ECU ID No., parent’s home address and telephone number. Checks should be marked only in the amount of tuition, fees, room and board. Post dated checks will not be accepted.

CREDIT CARDS: MasterCard, Visa, and Diner’s Club accepted for the payment of tuition, fees, room, and board.

Refund Policy
It is the financial responsibility 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 as possible. Refunds for tuition and required fees (including 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:

- August 20-August 28, 2008 (first five consecutive 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 non-refundable processing fee.
- August 29-September 3, 2008 (6-10 consecutive class days) tuition and required fees will be refunded at 75% minus a $25 non-refundable processing fee.
- September 4-September 10, 2008 (11-15 consecutive class days) tuition and required fees will be refunded at 50% minus a $25 non-refundable processing fee.
- September 11-September 17, 2008 (16-20 consecutive class days) tuition and required fees will be refunded at 25% minus a $25 non-refundable processing fee.
- Beginning September 18, 2008 (21 consecutive class days) refunds will not be considered. If a student wishes to withdraw, the process must be initiated in writing to the Tuition Refund Appeals Committee.

Refunds are 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 assistance materials or contact the Student Financial Aid Office.

To officially withdraw from the university, a student must give written notice to the Center for Academic Services.

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

25% Tuition Surcharge
Be advised that undergraduates may be subject to a 25% tuition surcharge for hours in excess of 146 credit hours. ECU summer credit hours earned are exempt. See your department chair or advisor of this law as this may apply to you.

Meals
The University operates food service facilities in thirteen locations throughout campus.
Campus Dining Services offers several 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 339-5603.

Textbooks
Students are required to purchase their textbooks. The Student Stores, located in the Wright Emporium, is operated by the University for the convenience of its students, with its distributed profit 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 may vary greatly depending on curriculum.

Registration
Admitted students who are not registered must secure a registration form from their advisor, register, and then pay their fees. Graduate Students who have cut back their duties as a graduate assistant and have registered and then pay fees. Graduate Students not fully admitted will be considered only after a minimum of $25 non-refundable processing fee.

Drop/Add (Change)
1. A schedule change period will continue to be scheduled at the beginning of each semester.
   - A student may drop with the approval of the instructor.
   - A student must secure the signature of his/her or his/her advisor on the schedule change form and take it to the appropriate terminal operator for keying.
2. Schedule change policies for graduate students will remain the same as above.
3. 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 upon the date the student is officially registered. ALL FEES MUST BE PAID TO CONFIRM REGISTRATION/CLASS SCHEDULE.
4. Refunds are not available for the first day of classes only a waiver would be required one week prior to the start of the last day of the semester. Refunds thereafter shall not be available. If 20 business days from 1 date processed. 2 Financial Aid Office (check issued and refund). 3 official drop or withdrawal card.
5. If you have questions concerning the following, please note the appropriate offices and telephone numbers:
   - Tuition and Fees – Campus Bookstore (252) 339-6500, fax (252) 339-2413, Toll Free Number – 1 (888) 331-5539
   - Financial Aid – Student Financial Aid Office – (252) 339-5610
   - Residence (on-campus state tuition) – Residence Classification Office – (252) 339-6707, Graduate Office – (252) 339-1465,
   - University Housing Information – (252) 339-4993
   - University Health Services – (252) 339-2441
   - University Dining Services – (252) 339-4890
   - Continuing Studies – (252) 339-6206

If you are currently classified as a resident for tuition purposes, your status will be changed to a non-resident for tuition purposes, it is your responsibility to petition for that status at your own expense. Failure to provide proof of your residence will result in your status being changed to non-resident for tuition purposes.

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FALL 2008 PAYMENT SCHEDULE

Class schedules will be cancelled if fees are not paid or deferred by Wednesday, August 13, 2008 closing.*

All Students*

August 1, 2008 Last day for enrollment in AMS monthly payment plan
August 11, 2008 Last day to pay without a late fee.

IF PAYING BY MAIL:
July 14, 2008
(1) Mail your payment to the Cashier’s office with your portion of the billing statement. Please complete the PAYMENT METHOD section of your bill by checking the appropriate box(es) and indicating amount. If the amount billed exceeds your financial aid and/or awards, please remit the difference due. Even if no remittance is required, the remittance stub at the bottom of the billing statement must be returned and postmarked on or before August 1, 2008 to allow sufficient time for processing.
(2) Your receipt/class schedule will be mailed to your permanent address.
(3) You can pay your fees with check, MasterCard, Visa, or Dinne’s Club.
(4) ECU does not accept Discover.
(5) A late fee may be assessed for payments mailed and postmarked after August 1, 2008.

IF PAYING ON-LINE:
July 14, 2008
(1) You can pay your fees on-line with MasterCard, Visa, or Dinne’s Club through ECU’s One Stop.
(2) Access One Stop at (https://ecu.banking.ecu.edu/onestop/).
   a. A student’s password and ID are required to enter One Stop.
b. Click on “Fees” tab.
c. Select “Tuition Statements and Payments” located in the “Course” box.
(3) ECU does not accept Discover.
(4) A late fee will be assessed for payments made after August 11, 2008.

IF PAYING IN PERSON:
July 14, 2008
(1) Pay your fees at the Cashier's office located in the Old Cafeteria Complex, Room G120, and receive your receipt/class schedule at that time. Office Hours are 8:00 am-5:00 pm.
(2) You can pay your fees with cash, check, MasterCard, Visa, or Dinne’s Club.
(3) ECU does not accept Discover.
(4) A late fee will be assessed for payments made after August 11, 2008.

August 13, 2008 All schedules—both undergraduate and graduate.—will be cancelled for non-payment at 4:00 p.m.

August 20, 2008 First Day of Class

August 20 - August 26, 2008 Late Registration Day, and Schedule Changes (drop/adds). Register and Cashier Office hours—8:00 am-5:00 pm.
(1) Students who registered early can make changes to their schedule with a signed registration form or code from their

FALL 2008 MAIN CAMPUS TUITION AND FEE SCHEDULE*

*Tuition charges are based on proposed rates and are subject to change pending legislative approval and adjustment will be made.

Fees, room and board rates have been approved as follows:
Phone: 1-888-331-5328
Distance Education tuition and fees are charged in addition to Main Campus tuition and fees.

Tuition and fees must be paid at the Cashier’s Office, room G120 Old Cafeteria Complex, see payment schedule.

PER SEMESTER

UNDERGRADUATES

<table>
<thead>
<tr>
<th>Full-Time</th>
<th>Part-Time 9-11 Hours</th>
<th>Part-Time 6-8 Hours</th>
<th>Part-Time 1-2 Hours</th>
<th>Per Year Full-Time</th>
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<tr>
<td>$1,222.50</td>
<td>$916.87</td>
<td>$611.25</td>
<td>$305.62</td>
<td>$2,445.00</td>
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<td>EducationalTech. Fee</td>
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<td>64.70</td>
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<td>202.00</td>
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<td>Health Service Fee</td>
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<td>82.50</td>
<td>55.00</td>
<td>220.00</td>
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<td>TOTALS: (N.C. Resident)</td>
<td>$2,093.00</td>
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<td>TOTALS: (Non-Resident)</td>
<td>$7,395.00</td>
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PER SEMESTER

GRADUATES AND PROFESSIONAL LEVEL

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<th>Full-Time 9-6 Hours</th>
<th>Part-Time 3-5 Hours</th>
<th>Part-Time 1-2 Hours</th>
<th>Per Year Full-Time</th>
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<td>MBA/MSA Tuition</td>
<td>*see below</td>
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<td>University Fees</td>
<td>679.50</td>
<td>509.63</td>
<td>339.75</td>
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<td>81.00</td>
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<td>TOTALS: (Non-Resident)</td>
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*All MBA/MSA classes will be assessed an additional 60.00 per credit hour for tuition. Some graduate and undergraduate classes are assessed special course fees.

ROOM RATE (per semester)

- Varge Hill Suites $2,375.00 (4 person suite) per semi.
- Studio occupancy with A/C - $1,725.00 per semi.
- Studio occupancy with A/C $2,045.00 per semi.

MEAL PLAN (per semester)

- The Pirate Plans
- Pirate Plus Plans
- 10 meals per wk. $1,540.00 per semi. $1,950.00 per semi.
- 14 meals per wk. $1,460.00 per semi. $1,845.00 per semi.
- 18 meals per wk. $1,380.00 per semi. $1,740.00 per semi.
- Differences in meal plan prices reflect the amount of Pirate Bucks included with your plan. New plans are available for students who choose. For more information about the various meal plans, please call Stone Services at 252-328-3609.* "Most plans are REQUIRED for students living on campus."

SPECIAL FEES:

- Private Music Lesson – extra per credit hour
- $35.00
- Remedial Math – additional tuition
- (No refund after first week) $126.00
- Extra Course Fee (No refund after first week) $225.00
- Late Payment Fee $225.00

*The above noted fees are required and entitle part-time students to the same services and privileges as full-time students.
- "Eligibility and Board Options: All students attending the Owens Center must be enrolled in a meal plan option offered through the Stone Dining Services Office."