



SAN DIEGO STATE
UNIVERSITY

Student Account Services

Summer 2018 Money Matters

| | |
|---|---------------------------|
| Money Matters | 3 |
| Liability for Payment | 3 |
| Summer Session Dates | 4 |
| Tuition & Fees | 4 |
| • San Diego Campus Basic Tuition & Fees | 5 |
| • Imperial Valley Campus Basic Tuition & Fees | 5 |
| • Professional Program Fee | 6 |
| • Tuition for Nonresident Student (Foreign or out of state) | 6 |
| • Course Fees | 6 |
| ○ Mandatory Course & Lab Fees | 6 |
| • Miscellaneous Campus Fees | 9 |
| • Immediate Access Fee | 13 |
| • Late Fee Registration | 14 |
| • Parking Permit Information | 14 |
| • ID Cards Fees and Information | 14 |
| Payment Options | 15 |
| • Online - ACH (Electronic Check) | 15 |
| • Online - Credit Card | 15 |

| | |
|--|---------------------------|
| • Mail - Check or Certified Funds | <u>16</u> |
| • In Person Payments | <u>16</u> |
| • Basic Tuition Fee Installment Plan | <u>17</u> |
| • Fee Waivers | <u>17</u> |
| • Financial Aid Tuition and Fee Payment Postponement | <u>18</u> |
| Disbursement of Financial Aid and Scholarship Funds | <u>19</u> |
| • Notification Schedule | <u>19</u> |
| • Receiving your Funds | <u>19</u> |
| • Parent Loans | <u>19</u> |
| • View Disbursements Information | <u>20</u> |
| Summer Financial Aid Eligibility Requirements | <u>20</u> |
| • Summer Financial Aid Programs | <u>20</u> |
| Refunds | <u>21</u> |
| • Refund Policy | <u>21</u> |
| • Return to Title IV | <u>21</u> |
| • Full Refund | <u>22</u> |
| • Tuition and Fees Prorated Refund Schedule | <u>22</u> |
| • Student Parking Fee Refund Schedule | <u>27</u> |
| Appeals Process | <u>27</u> |

SDSU SUMMER 2018 Money Matters

The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU must reserve the right, even after fees are initially charged or initial fee payments are made, to increase or modify any listed fees. All listed fees, other than mandatory system wide fees, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All CSU listed fees should be regarded as estimates that are subject to change upon approval by the Board of Trustees, the Chancellor, or the Presidents, as appropriate. Changes in mandatory system wide fees will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (Sections 66028 - 66028.6 of the Education Code). Students will be liable for amounts that become due as a result of such change.

You must pay Tuition and Fees before you can access the Web registration system. "My Registration," available at the [SDSU Web Portal](#), contains registration and payment information. **The registration process is not complete until you are officially enrolled in classes. Payment of fees alone does not constitute registration.**

All Cashier Holds must be cleared prior to paying for registration. Payments to clear financial holds must be made by cash, debit cards, money order, or certified check. Inquire at [Student Account Services](#) for more information. Personal checks and credit cards will NOT be accepted.

Liability for Payment

It is the student's responsibility to be aware of total fees due whether or not an invoice is received.

Students with an approved Petition for Late Schedule Adjustment must pay any fees that may be due as a result of the added units in addition to the **\$20.00** late add fee. For example, a student who is enrolled in 6 units and has an approved Petition to add 3 additional units would need to pay the tuition difference between part-time and full-time fees in addition to the \$20.00 late add fee. The [Office of the Registrar](#) will NOT process the add request until these fees are paid.

Please note: Dropping a class after the schedule adjustment deadline (based on approved petition only) does not reduce your fee liability. If you are enrolled in 9 units and drop 3 units, you will still be liable for full-time Tuition and Fees.

Students submitting authorization to bill a third party for their Tuition and Fees will be held responsible for payment if the third party agency fails to pay.

According to Title 5, of the California Code of Regulations, Sections 42380 and 42381, should a student or former student fail to pay any debt owed to the institution, the institution may "withhold permission to register, to use facilities for which a fee is authorized to be charged, to receive services, materials, food or merchandise or any combination of the above from any person owing a debt" until the debt is paid.

Prospective students who register for courses offered by the university are obligated for the payment of Tuition and Fees associated with registration for those courses. Failure to cancel registration in any course for an academic term prior to the first day of the academic term gives rise to an obligation to pay Tuition and Fees including any amounts due for the reservation of space in the course.

The institution may withhold permission to register or to receive official transcripts of grades or other services offered by the institution from anyone owing Tuition and Fees or another debt to the institution. The institution may also report the debt to a credit bureau, offset the amount due against any future state tax refunds due the student, refer the debt to an outside collection agency and/or charge the student actual and reasonable collection costs, including reasonable attorney fees if litigation is necessary, in collecting any amount not paid when due.

If a person believes he or she does not owe all or part of an asserted unpaid obligation, that person may contact [Student Account Services](#). Student Account Services, or another office on campus to which Student Account Services may refer the person, will review all pertinent information provided by the person and available to the campus and will advise the person of its conclusions.

Summer Session Dates

| Term | Dates | Duration |
|-------------|--------------------|-----------------|
| SI | May 22 – June 29 | 6 Weeks |
| T1 | May 22 – August 16 | 13 weeks |
| S2 | July 9 – August 16 | 6 weeks |

Tuition and Fees

Basic Tuition and Fees are required of all students. Nonresident and Graduate Business students pay the Basic Tuition and Fees as listed below and additional per unit tuition and fees (see Professional Business Fee and Nonresident Tuition sections below)

Thesis extension, other zero unit courses and half unit courses are charged as one unit for fee purposes. Auditors pay the same fee as students carrying courses for credit.

Reduced
Summer
Tuition for
1-3 units!

As a part of SDSU's strategic plan to provide more opportunities for student success, a reduction in the Basic Tuition fee has been approved for undergraduate students taking 3 units or less in the summer at both the Main Campus and Imperial Valley. This rate structure will be assessed in future years to determine its effectiveness and sustainability. **For example, the 2018 summer basic tuition and fees at the Main Campus for a 3 unit class would have been \$1,548 instead of at a reduced rate of \$1,152.**

San Diego Main Campus Summer 2018 Basic Tuition and Fees

(Nonresident and Graduate Business students are charged an additional amount)

| # of Units | Undergraduate | Teaching Credential* | Graduate | ED Doctoral** | PT Doctoral** |
|------------|---------------|----------------------|-------------|---------------|---------------|
| 1 | \$ 550.00 | \$ 745.00 | \$ 782.00 | \$ 6,194.00 | \$ 8,873.00 |
| 2 | \$ 851.00 | \$ 1,241.00 | \$ 1,315.00 | \$ 6,220.00 | \$ 8,899.00 |
| 3 | \$ 1,152.00 | \$ 1,737.00 | \$ 1,848.00 | \$ 6,246.00 | \$ 8,925.00 |
| 4 | \$ 1,585.00 | \$ 2,233.00 | \$ 2,381.00 | \$ 6,272.00 | \$ 8,951.00 |
| 5 | \$ 2,018.00 | \$ 2,311.00 | \$ 2,461.00 | \$ 6,298.00 | \$ 8,977.00 |
| 6 | \$ 2,070.00 | \$ 2,337.00 | \$ 2,487.00 | \$ 6,324.00 | \$ 9,003.00 |
| 7 | \$ 2,396.00 | \$ 2,709.00 | \$ 2,887.00 | \$ 6,350.00 | \$ 9,029.00 |
| 8 | \$ 2,722.00 | \$ 3,081.00 | \$ 3,287.00 | \$ 6,376.00 | \$ 9,055.00 |
| 9 | \$ 3,048.00 | \$ 3,453.00 | \$ 3,687.00 | \$ 6,402.00 | \$ 9,081.00 |
| 10 | \$ 3,374.00 | \$ 3,825.00 | \$ 4,087.00 | \$ 6,428.00 | \$ 9,107.00 |
| 11 | \$ 3,406.00 | \$ 3,865.00 | \$ 4,123.00 | \$ 6,454.00 | \$ 9,133.00 |
| 12 + | \$ 3,411.00 | \$ 3,870.00 | \$ 4,128.00 | \$ 6,459.00 | \$ 9,138.00 |

* Does not include Joint Doctoral students

Imperial Valley Campus Summer 2018 Basic Tuition and Fees

(Nonresident and Graduate Business students are charged an additional amount)

| # of Units | Undergraduate | Teaching Credential | Graduate | ED Doctoral* | PT Doctoral* |
|------------|---------------|---------------------|------------|--------------|--------------|
| 1 | \$289.00 | \$484.00 | \$521.00 | \$5,933.00 | \$8,612.00 |
| 2 | \$570.00 | \$960.00 | \$1,034.00 | \$5,939.00 | \$8,618.00 |
| 3 | \$851.00 | \$1,436.00 | \$1,547.00 | \$5,945.00 | \$8,624.00 |
| 4 | \$1,259.00 | \$1,907.00 | \$2,055.00 | \$5,946.00 | \$8,625.00 |
| 5 | \$1,667.00 | \$1,960.00 | \$2,110.00 | \$5,947.00 | \$8,626.00 |
| 6 | \$1,694.00 | \$1,961.00 | \$2,111.00 | \$5,948.00 | \$8,627.00 |
| 7 | \$1,995.00 | \$2,308.00 | \$2,486.00 | \$5,949.00 | \$8,628.00 |
| 8 | \$2,296.00 | \$2,655.00 | \$2,861.00 | \$5,950.00 | \$8,629.00 |
| 9 | \$2,597.00 | \$3,002.00 | \$3,236.00 | \$5,951.00 | \$8,630.00 |
| 10 | \$2,898.00 | \$3,349.00 | \$3,611.00 | \$5,952.00 | \$8,631.00 |
| 11+ | \$2,905.00 | \$3,364.00 | \$3,622.00 | \$5,953.00 | \$8,632.00 |

* Does not include Joint Doctoral students

Professional Program Fee

In addition to basic tuition and fees, graduate students in the College of Business must pay an additional **\$270.00 per unit** for all units attempted as a requirement for graduation with the following degrees. This fee is in addition to Basic Tuition and Fees and Nonresident

- MS Accountancy
- MBA Master of Business
- MS Business Administration
- MS Information Systems

A fee waiver is available for courses that are not used to meet degree requirements (excluding prerequisite courses). Contact the Graduate Business Programs Office, EBA 448, (619) 594- 8073 for details.

Tuition for Nonresident Students (Foreign or Out-Of-State)

In addition to tuition and fees, foreign and out-of-state students will be charged tuition for all units attempted at a rate of **\$396.00 per unit**.

For tuition purposes, zero unit and half-unit courses are counted as one unit. Auditors pay the same tuition as students carrying courses for credit.

Health Insurance (mandatory for foreign students) is approximately **\$1,282.00** per year.

Course Fees

Instructional Course Fees are payable at the student's option for certain courses.

| Class | Sections | Cost |
|-------|--|-------------------------------------|
| Art | ART 325, 326, 425, 525, 526, 625,627, 700D | \$5 - \$15 (varies by type of clay) |

Mandatory Course/Lab Fees are charged for certain courses (no waivers or exceptions are permitted). These fees are identified by the footnote "H" in the class schedule and will appear on your account as soon as you register in the class.

| Class | Sections | Cost |
|---------------------------|--|------------|
| Art | ART 103, 210, 216, 410, 411, 416,511, 516, 616 | \$10.00 |
| Art | Art 148, 240, 241, 242, 248, 250,339A, 339B, 339C, 340, 341, 342A, 344A, 344B, 348, 440, 441, 442,445C, 448, 450, 451, 453, 454, 540, 541, 542, 544, 545, 552, 553 | \$20.00 |
| Art | ART 203, 403, 407, 408 | \$25.00 |
| Astronomy | ASTR 109 | \$14.00 |
| Africana Studies | AFRAS 499 (Ethiopia)* | \$1,290.00 |
| Biology | BIOL 100L, 509, 211L | \$15.00 |
| Biology | BIOL 203L, 204L, 514, 523, 530 | \$20.00 |
| Biology | BIOL 531 | \$16.00 |
| Biology | BIOL 101L, 212, 261, 350, 354L, 366L, 436, 512, 515, 517, 521L, 524, 525, 526, 541, 551, 556, 567L, 577 | \$25.00 |
| Biology | BIOL 596 (Sustainability of Coastal Ecosystems Only) | \$720.00 |
| CHHS International Course | HHS 350 (Ubud, Bali)* | \$991.20 |
| CHHS International Course | HHS 350 (San Jose, Costa Rica)* | \$1,245.00 |
| CHHS International Course | HHS 350 (Florence, Italy)* | \$1,425.00 |
| CHHS International Course | HHS 350 (Tokyo, Japan)* | \$1,630.00 |
| CHHS International Course | HHS 350 (Madrid, Spain)* | \$1,410.00 |
| Chemistry | CHEM 100, 102, 105, 200, 201, 202,231, 232L, 251, 410A, 417, 431,432L, 457, 467L, 537, 567 | \$25.00 |
| Civil Engineering | CIVE 121, 218, 220, | \$10.00 |
| Civil Engineering | CIVE 120, 395 | \$15.00 |
| Civil Engineering | CIVE 482, 495 | \$20.00 |

| | | |
|--|--|------------|
| Civil Engineering | CIVE 302, 479, 612 | \$25.00 |
| Civil Engineering | CIVE 463 | \$35.00 |
| College of Education | ED 450 (Central Mexico)* | \$1,970.00 |
| College of Education | ED 450 (Guatemala)* | \$1,225.00 |
| College of Sciences | COS 596 (Guatemala)* | \$2,385.00 |
| Computer Engineering | COMPE 270 | \$20.00 |
| Computer Engineering | COMPE 375, 470L | \$30.00 |
| Computer Engineering | COMPE 490 | \$50.00 |
| Construction Engineering | CONE 320, 401 | \$20.00 |
| Electrical Engineering | EE 210 | \$20.00 |
| Electrical Engineering | EE 330L, 430L, 540L | \$30.00 |
| Electrical Engineering | EE 490 | \$50.00 |
| Environmental | ENVE 363 | \$35.00 |
| Environmental | ENVE 553 | \$50.00 |
| Exercise and Nutritional Sciences | ENS 265L, 289, 304L, 347B | \$25.00 |
| Exercise and Nutritional | ENS 389A | \$30.00 |
| Geology | GEOL 101, 550 | \$20.00 |
| Geology | GEOL 300, 505 | \$15.00 |
| Geology | GEOL 200, 205, 221, 224, 306, 307,324, 412, 501, 508, 514, 525, 530,532, 536, 537, 552 | \$25.00 |
| Geography | GEOG 102 | \$73.00 |
| Geography | GEOG 312 | \$76.00 |
| Math | MATH 121, 122 | \$10.00 |
| Mechanical Engineering | ME 495 | \$25.00 |
| Mechanical Engineering | ME 241 | \$35.00 |
| Mechanical Engineering | ME 330 | \$50.00 |
| Music | MUSIC 104, 160, 204, 214, 215,216, 217, 218, 260, 360, 560 | \$20.00 |
| Natural Science | N SCI 412 | \$25.00 |
| Nutrition | NUTR 205 | \$55.00 |
| Nutrition | NUTR 302L | \$45.00 |
| Nutrition | NUTR 405 | \$35.00 |
| Oceanography | OCEAN 100 | \$25.00 |
| Physics | PHYS 107, 197L, 311, 357, 533,553, 561 | \$25.00 |
| Physics | PHYS 182A, 182B, 195L, 196L | \$25.00 |
| Public Health | PH 664 (Costa Rica)* | \$1500.00 |
| School of Theatre, Television and Film | THEA 240, 447, 547 | \$10.00 |

| | | |
|--|----------------------|----------|
| School of Theatre, Television and Film | THEA 546 | \$15.00 |
| School of Theatre, Television and Film | THEA 349, 554A, 554B | \$20.00 |
| School of Theatre, Television and Film | THEA 541 | \$35.00 |
| School of Theatre, Television and Film | THEA 448 | \$50.00 |
| School of Theatre, Television and Film | TFM 327 | \$10.00 |
| School of Theatre, Television and Film | TFM 321, 561, 600 | \$15.00 |
| School of Theatre, Television and Film | TFM 522, 560, 660 | \$20.00 |
| School of Theatre, Television and Film | TFM 314, 360, 361 | \$25.00 |
| School of Speech, Language, and Hearing Sciences | SLHS 525, 629, 630 | \$150.00 |
| School of Speech, Language, and Hearing Sciences | SLHS 539 | \$11.00 |

*Excludes \$60 Travel Insurance Fee, billed separately

Miscellaneous Campus Fees

The following university services that have miscellaneous fees charged are payable when the service is rendered:

| Fee Typed | Amount |
|---|-----------------|
| Administrative Citation Fee (enforcement of smoking, bicycling and skateboarding violations) | \$75.00 |
| Application for Admission or Readmission (NONREFUNDABLE) | \$55.00 |
| Athletic Winter Guard Membership Fee (rate range based on yearly travel plans) | \$1200 - \$1500 |
| Athletic Cheer Team Membership Fee (rate range based on planned competitions and available resources) | \$400 – Fall |
| Counseling Diversion Program Fee | \$100.00 |
| Counseling Diversion Program Fee- Missed Appointment | \$30.00 |
| Credential Application Fee (Established by and payable to the Commission on Teacher Credentialing) | \$55.00 |
| Credential Evaluation Fee | \$25.00 |
| Credit by Exam Fee | \$100.00 |
| Diploma Replacement Fee | \$12.00 |
| Document Copying Fee | \$1.00 per page |
| Enrollment Confirmation Deposit (NONREFUNDABLE) | \$400.00 |
| Intent to Enroll Fee for Online BS/BA General Business Degree (CES) (NONREFUNDABLE) | \$400.00 |

| | |
|--|--|
| Fingerprinting Fee (Live Scan) | \$20.00 plus applicable DOJ and FBI fees |
| Graduation Services Fee | \$55.00 |
| Internet Reconnect Fee (wired/wireless) | \$150.00 |
| Interest Inventory Assessment Fee | \$10.00 |
| Late Course Forgiveness Fee | \$20.00 |
| Late Fee (Failure to meet administratively required appointment or time limit) | \$20.00 |
| Late Registration Fee (NONREFUNDABLE) | \$25.00 |
| Late Key Fee | \$30.00 |
| Latin Diploma Fee | \$22.00 |
| Lock and Locker Fee (optional) | \$1.00 |
| Loss of or Damage to Library Materials | Replacement cost plus service charge of \$8.00 |
| Lost key fee - Per Key (Late fee also charged when applicable) | \$50.00 |
| Musical Instrument and Audio/Visual Equipment fee | \$20.00 |
| Music Recital Fee (half solo/junior recital) | \$80.00 |
| Music Recital Fee (full solo/senior recital) | \$100.00 |
| Photo-Identification Card (one-time cost to new undergraduate and graduate students at time of registration (NONREFUNDABLE) | \$18.00 |
| Photo Identification Card Replacement Fee | \$20.00 |
| Police Report Fee | \$10.00 |
| Registration Installment Plan Service Charge (NONREFUNDABLE) | \$60.00 |
| Resident Affiliate Program Fee (RAP) | \$25.00 |
| Returned Payment Fee (Late fee also charged when applicable) | \$35.00 |
| Teacher Education Credential Application Processing/Advising Fee | \$25.00 |
| Towel Fee (optional) | \$4.00 |
| Tow Fee | \$150.00 |
| Transcript of record, official (per transcript) | \$10.00 |
| Official Transcript of Record - On Demand (per transcript) (\$25.00 for the first transcript and \$10.00 for each additional on demand transcript printed at the same time.) | \$25.00 |
| Tuition (Foreign and Out-of-State) Installment Plan Service Charge | equal to 15% of each installment payment |
| Vehicle Boot Fee | \$150.00 |

Fees for Sports Classes Offered by the ARC for Credit

The following fees listed are ENS Credit Classes offered by the Aztec Recreation department and can be paid at the [Aztec Recreation Center \(ARC\)](#).

| Course Subject | Course | Course Fee Amount |
|-----------------------|---------------|--------------------------|
| Advanced Judo | ENS 138 | \$ 90.00 |
| Advanced Soccer | ENS 138 | \$ 90.00 |

| | | | |
|--------------------------------------|-----------|----|-------------------|
| Advanced Surfing** | ENS 138 | \$ | 135.00 |
| Advanced Swim Fit | ENS 138 | \$ | 120.00 |
| Advanced Tennis | ENS 138 | \$ | 90.00 |
| Advanced Wakeboarding and Water- ski | ENS 138 | \$ | 325.00 |
| Adventure Leadership I | ENS 138 | \$ | 175.00 |
| Adventure Leadership II | ENS 138 | \$ | 175.00 |
| Backpacking* | ENS 138 | \$ | 249.00 - \$450.00 |
| Ballroom Dance | ENS 138 | \$ | 90.00 |
| Beginning Basketball | ENS 108 | \$ | 90.00 |
| Beginning Bowling | ENS 119A | \$ | 90.00 |
| Beginning Hip Hop Dance | ENS 138 | \$ | 90.00 |
| Beginning Golf*** | ENS 116A | \$ | 175.00 |
| Beginning Judo | ENS 138 | \$ | 90.00 |
| Beginning Rock Climbing* | ENS 139A | \$ | 160.00 - \$359.00 |
| Beginning Rowing** | ENS 138 | \$ | 165.00 |
| Beginning Sailing** | ENS 124 | \$ | 175.00 |
| Beginning Soccer | ENS 109 A | \$ | 90.00 |
| Beginning Swim Fit | ENS 138 | \$ | 120.00 |
| Beginning Tennis | ENS 118A | \$ | 90.00 |
| Beginning Volleyball | ENS 110 | \$ | 90.00 |
| Beginning Weight Training | ENS 104 A | \$ | 90.00 |
| Beginning Yoga | ENS 138 | \$ | 90.00 |
| Camping and Outdoor Skills* | ENS 138 | \$ | 249.00 - \$450.00 |
| Fitness Training for Women | ENS 138 | \$ | 90.00 |
| Functional Fitness Training | ENS 138 | \$ | 90.00 |
| Half Marathon Training | ENS 138 | \$ | 90.00 |
| Hobie Cat Sailing** | ENS 138 | \$ | 175.00 |
| Indoor Cycling | ENS 138 | \$ | 90.00 |
| Intermediate Basketball | ENS 296 | \$ | 90.00 |
| Intermediate Bowling | ENS 119B | \$ | 90.00 |
| Intermediate Hip Hop Dance | ENS 138 | \$ | 90.00 |
| Intermediate Golf*** | ENS 116B | \$ | 175.00 |
| Intermediate Judo | ENS 138 | \$ | 90.00 |
| Intermediate Rock Climbing | ENS 139B | \$ | 359.00 |
| Intermediate Soccer | ENS 109 B | \$ | 90.00 |
| Intermediate Surfing** | ENS 138 | \$ | 175.00 |
| Intermediate Swim Fit | ENS 138 | \$ | 120.00 |
| Intermediate Tennis | ENS 296 | \$ | 90.00 |
| Intermediate Volleyball | ENS 296 | \$ | 90.00 |

| | | | |
|---------------------------------------|-----------|----|-------------------|
| Intermediate Weight Training | ENS 104 B | \$ | 90.00 |
| Intermediate Yoga | ENS 138 | \$ | 90.00 |
| Jiu Jitsu | ENS 138 | \$ | 90.00 |
| Keel Boat Sailing** | ENS 138 | \$ | 190.00 |
| Olympic Lifting & Sports Conditioning | ENS 138 | \$ | 90.00 |
| Pilates | ENS 138 | \$ | 90.00 |
| Pilates and Yoga | ENS 138 | \$ | 90.00 |
| Restorative Yoga w/ Breathwork | ENS 138 | \$ | 90.00 |
| River Canoeing and Camping* | ENS 138 | \$ | 335.00 - \$389.00 |
| Salsa | ENS 138 | \$ | 90.00 |
| Sea Kayaking | ENS 138 | \$ | 165.00 |
| Self Defense for Women | ENS 138 | \$ | 90.00 |
| Stand Up Paddleboard Yoga** | ENS 138 | \$ | 190.00 |
| Stand Up Paddling** | ENS 138 | \$ | 175.00 |
| Surfing** | ENS 146 | \$ | 175.00 |
| Swing Dance | ENS 138 | \$ | 90.00 |
| Tae Kwon Do | ENS 138 | \$ | 90.00 |
| Wakeboarding** | ENS 138 | \$ | 325.00 |
| Wakeboarding and Wakesurfing** | ENS 138 | \$ | 325.00 |
| Wakesurfing** | ENS 138 | \$ | 350.00 |
| Wilderness First Aid | ENS 138 | \$ | 359.00 |
| Windsurfing** | ENS 147 | \$ | 175.00 |
| Yoga Inversions | ENS 138 | \$ | 90.00 |

*Trip component for class. Fee dependent upon the trip student selects.

**Taught and paid for at the Mission Bay Aquatic Center (MBAC).

***Taught and paid for to a 3rd party

Immediate Access Fee

The following fees listed are required course materials (textbooks) provided in an online 180 day subscription in digital format. Use of this online textbook is free until (Opt out date) May 31, 2018 at 11:59 pm for S1, June 4, 2018 at 11:59 pm for T1, and July 17, 2018 at 11:59 pm for S2. Your student account will be charged the amounts below unless you opt out by the deadline above. For more information or to opt out, please click [here](#).

| Course | Schedule # | Amount |
|-----------|------------|----------|
| ACCTG 201 | 20003 | \$109.00 |
| ACCTG 202 | 20004,2005 | TBD |
| ANTH 101 | 20016 | \$63.00 |

| | | |
|-----------|-------------|----------|
| B_A 370 | 20040,20042 | \$103.00 |
| BIOL 212 | 20052,20053 | \$62.00 |
| BIOL 212 | 20054,20055 | \$62.00 |
| CHEM 200 | 20076,20077 | \$66.00 |
| CS 301 | 20116 | TBD |
| ECON 101 | 20142 | \$104.00 |
| ECON 102 | 20143 | \$104.00 |
| ECON 321 | 20717 | TBD |
| FIN 240 | 20160,20161 | \$84.00 |
| HIST 109 | 20176 | \$117.00 |
| NUTR 201 | 20220 | \$24.00 |
| P_H 353 | 20228 | \$75.00 |
| POL_S 102 | 20245 | \$49.00 |
| POL_S 103 | 20246 | TBD |
| PSY 332 | 20250 | TBD |
| SPED 450 | 20293 | TBD |

Late Registration Fee

The Late Registration fee (\$25) pertains to students who pay tuition and fees and register after official registration has closed. Students admitted late to the university may be exempted from this fee.

Parking Permits

Summer 2018 parking permits can be purchased online through the [AZTEC Parking Portal](#).

For additional information regarding parking permits, please visit [Parking Support Services](#).

Waiver of Parking Fees: Section 42201 of Title 5, California Code of Regulations, provides for the waiver of campus parking fees for students with disabilities who have been issued a DMV placard or license plate, and who meet low-income requirements. For further information regarding eligibility, contact [Student Disability Services](#) (Calpulli Center 3101).

SDSU Card Office Fee and Information

All new students are required to purchase an [SDSU photo identification card](#), which permits use of campus services, such as student activities, athletic events, library privileges, etc. All new students should submit \$18.00 for the ID card in addition to other fees paid. After payment is made, students can obtain their ID card at the SDSU Card Office,

The [SDSU Card Office](#) is located in Student Services West, Room 2620, Hours of

operation: Monday - Friday, 8:30 a.m. – 4:00 p.m. For additional information, contact the SDSU Card Office at (619) 594-6800.



Payment Options

Tuition and Fees for Summer 2018 will be available beginning **February 16, 2018**. Check "My Registration" in the [SDSU WebPortal](#) for your specific due date.

- It is recommended that your payment be made by your due date to avoid any delay in registration.
- Do NOT wait until your registration access date to pay your tuition and fees

Online - ACH (Electronic Check):

You may pay your Tuition and Fees, and other charges using the [ACH payment option](#). This is just like writing a check, but you will make the payment online. There is **no additional charge** for this option. You will need your bank routing and checking account number, which is not the same as your debit card number.

If your electronic check for Tuition and Fees, is returned by the bank to the Student Account Services Office **for any reason**, your registration may be cancelled and you will be billed a \$35.00 dishonored payment charge and a \$20 late fee when applicable. Non-payment of Tuition and Fees may result in cancellation of your registration and withholding of further services until all financial liabilities have been resolved.

The university reserves the right to refuse payments by electronic check from those individuals who have previously had items returned unpaid by their bank. **Please Note:** If your electronic check writing privileges are revoked, you will have to wait one (1) year to be reinstated.

Online - Credit Card:

Students are able to use MasterCard, Visa, American Express, and Discover Card to pay Tuition and Fees using CashNet™ SmartPay, our secure third party vendor. Student Account

Services/Cashiers does not accept credit cards for payment of Tuition and Fees, except as applicable under the terms of the Installment Plan. Payments made using CashNet™ SmartPay are normally posted to the students account in real time so, the registration process should not be delayed. CashNet™ SmartPay assesses each customer a service charge based on the transaction amount. See. [CashNet™ web site](#) for more details.

When using [CashNet™ SmartPay](#) from your student account, you will be asked to select what you would like to pay for first, and then select how you would like to pay. At this point, you would select payment by credit card.

MasterCard, Visa, American Express and Discover Card charge cards are accepted for other payments, such as Housing, Parking, Health Services, Continuing Education, and miscellaneous over-the-counter payments. Students are reminded that banks will provide cash advances against credit cards if needed to cover registration payments. Most ATM cards are also accepted for payment of miscellaneous charges.



Wire Transfer Payments

Students paying in foreign currencies should use our IFT option on Student Account Online. Payments in foreign currencies are made via Western Union and automatically posted to the student account once received. Wire transfers through Western Union offers favorable exchange rates and eliminates bank fees typically charged for wire transfers. For more information on making payments through Western Union, please click [here](#).

Mail – Checks or Certified Funds:

Tuition and Fees may be paid in full by personal check, money order, or certified funds. Checks should be made payable to SDSU. In order to have your payment processed on time, print the fee payment coupon found in the [SDSU WebPortal](#) and submit it (via mail or Student Account Services drop box) with your payment prior to your payment deadline. Your payment deadline is located in your "My Registration" in your [SDSU WebPortal](#).

Your Tuition and Fee payment coupon and check should be mailed to:

SDSU Student Account Services
5500 Campanile Drive
San Diego, CA 92182-7426

Checks are accepted for the exact amount of the payment. Overpayments of \$10.00 or less are refunded only upon request. If your check for Tuition and Fees, is returned by the bank to the Student Account Services Office ***for any reason***, your registration may be cancelled and you will be billed a \$35.00 dishonored payment charge and a \$20 late fee when applicable. Non-payment of Tuition and Fees may result in cancellation of your registration and withholding of further services until all financial liabilities have been resolved.

The university reserves the right to refuse payments by personal check from those individuals who have previously had items returned unpaid by their bank. Refunds may be applied against other amounts due the university. **Please Note:** If your check writing privileges are revoked, you will have to wait one (1) year to be reinstated.

In Person Payments

In person payments are accepted at [Student Account Services](#), which is located in Student Services West, Room 2536 from Monday – Friday 9:00 AM – 3:30 PM and via the Student Account Services drop box after regular business hours.

Basic Tuition Fee and Non-resident Installment Payment Plan

The Installment Payment Plans for both Basic and Non-resident Tuition, is **not** available for summer session.

Fee Waivers

In some instances, student’s tuition and fees may be partially or fully paid by outside agencies or waivers

CSU - Over 60 Fee Waiver Program

San Diego State University offers a fee waiver program for California residents 60 years of age or older. Both undergraduate and post-baccalaureate students may participate in the program. The program waives the \$55.00 admission application fee and most of the basic tuition and fees. There is however a substantially reduced fee required to be paid each semester in order to attend. Please contact [Student Account Services](#) for the current fee amount. Participants must apply for admission during the regular application filing period and be admitted under regular [SDSU admission requirements](#).

Participants register for classes on a space-available basis after regularly matriculated students have completed registration. For additional information, contact the [Prospective Student Center](#) at (619) 594-6336.

CSU - Alan Pattee Scholarships

Children of deceased public law enforcement or fire suppression employees who were California residents and who were killed in the course of law enforcement or fire suppression duties are not charged the system-wide mandatory fees or tuition at any California State University campus, according to the Alan Pattee Scholarship Act, California Education Code, Section 68121. Please be aware however campus fees are not waived and payment of these fees are the responsibility of the student.

Students qualifying for these benefits need to contact the [Prospective Student Center](#) at (619) 594-6336 if you are a new student or the [Office of the Registrar](#) at 619-594-6871 if you are a current

student, which determines eligibility.

Third Party Billing/Approved Fee Waivers

If an outside agency (agency, government program, Employee Fee Waiver, etc.) is paying all or part of your Tuition and Fees, you will need to print your fee payment coupon from "[My Registration](#)" and return it and a copy of your authorization letter to Student Account Services. Failure to do so will result in your fees being deducted from your financial aid award or the inability to register for classes. Students submitting authorization to bill a third party for their fees will be held responsible for the payment if the third party agency fails to pay the fees within the semester of attendance.

VA Vocational Rehabilitation (Chapter 31)

Veterans receiving Vocational Rehabilitation benefits (Chapter 31) must contact the Campus Veterans Affairs Office (Student Services West 1661) to obtain a payment authorization form to submit to the Student Account Services office by their fee payment deadline.

VA Post 911 GI Bill Benefits

Veterans receiving Post 911 GI Bill benefits must contact the campus Veterans Affairs Office (Student Services West 1661) and turn in an approved VA Certificate of Eligibility (COE) by their fee payment deadline. Once submitted the VA Office will notify Student Accounts of your eligibility to register for classes.

Cal Vet Fee Waiver-Eligible Dependents of Deceased or Disabled Veterans

Eligible dependents receiving the Cal Vet fee waiver must submit an approved letter of eligibility issued by the County VA for the current Academic Year to the campus Veterans Affairs office (Student Services West 1661). This must be submitted by your fee payment deadline. Once submitted the VA Office will notify Student Accounts of your eligibility to register for classes. Please note that the Cal Vet Fee waiver will only waive the CSU system wide basic tuition fee, all other campus fees are required to be paid by the student each semester.

Financial Aid Tuition and Fee Payment Postponement

Your "My Registration Info" on the SDSU WebPortal will indicate if you are eligible to postpone payment of your Tuition and fees. You can also check your fee payment postponement eligibility on AidLink (www.sdsu.edu/financialaid). DO NOT WAIT until your registration date to see if you are eligible to postpone payment of your fees. **If you are not eligible for a fee postponement, you will need to pay your fees to register.**

Beginning in late May, and after you have enrolled in summer session, the [Office of Financial and Scholarships](#) will review your eligibility and notify you of your summer session financial aid eligibility. If you used a financial aid fee postponement to register, your tuition and fees will be deducted from your summer financial aid that is disbursed.

If you do not qualify for enough financial aid, or if you're financial aid award is reduced or becomes unavailable for any reason, YOU must pay your summer Tuition and Fees IN FULL using your own funds by **July 9, 2018**.

Disbursement of Financial Aid and Scholarship Funds

All financial aid and scholarship payments are processed and disbursed by **Student Account Services**:

Notification and Schedule

Disbursement for the summer term typically begins in July and continues throughout the summer as new awards are processed or changes to awards occur.

University Charges: San Diego State University policy is to apply financial aid and/or scholarship funds directly to charges for the semester's Tuition and Fees, residence hall charges, and other institutional expenses (including financial aid overpayments) before releasing funds to a student. Past due bills and other student account charges may delay the disbursement of funds until they are paid.

Student Account Services will send you an e-mail notice when your financial aid or scholarship funds are deposited to your bank account.

Direct Deposit is normally run on the following schedule:

- Mondays – For disbursement to bank account, by Thursday
- Wednesdays – For disbursement to bank account, by the following Monday
- Friday - For disbursement to bank account, by the following Wednesday

Sign up to get a text message when we have sent your disbursement to the bank at the [Student Account Services](#) website (select Online Student Account)

Receiving Your Funds

Direct Deposit is the only way to receive your financial aid or scholarship refund (the amount after institutional charges are deducted). Your refund may be deposited directly into your personal checking or savings account at your bank.

Sign up online at the [Student Account Services Web site](#).

{Please note that the bank does not disburse money into bank accounts on holidays.}

Parent Loans

Parents can now authorize the university to disburse excess funds from their Parent Loan directly to the student. Please see the Parent Loan request form for more details.

When Parent PLUS Loan funds are available, any outstanding university charges are deducted

and the remaining funds mailed to the parent borrower or if the parent borrower has authorized, the remaining funds will be deposited to the student's designated bank account. If mailed, Parent Loan checks are normally printed on the following schedule:

- Mondays - Checks are mailed either Monday or Tuesday
- Wednesdays – Checks are mailed either Wednesday or Thursday
- Fridays – Checks are mailed either Friday or Monday

View Disbursement Information

Student Account Services Online: For online payment, billing and account services, log on to your Student Account at the [Student Account Services](#) Web site. View your "Activity Since Most Recent Statement" to see how your funds were disbursed and applied toward your university charges. Before funds can be disbursed, you must be enrolled at least half time and you must resolve any financial aid and Student Account Services holds affecting your aid.

Summer Financial Aid Requirements

- Be a continuing student from the spring semester **or** a new student who plans to enroll at SDSU for the fall semester.
- Continuing and new students must have filed a [Free Application for Federal Student Aid \(FAFSA\)](#) for the 2018-19 year and have an Award Notification from the [Office of Financial Aid and Scholarships](#).
- Maintain satisfactory academic progress as defined by the Office of Financial Aid and Scholarships. If you are not making satisfactory academic progress at the end of the spring 2018 semester, you are not eligible for summer financial aid.

Summer Financial Aid Programs

The type and amount of financial aid available for attending summer session depends on your need as determined using the information on your FAFSA, summer enrollment, and available funding. If eligible, you may receive Pell Grant and State University Grant for summer; however, borrowing a summer federal Direct Loan will reduce the amount you have available for the fall and spring semesters. Be sure to plan accordingly.

Summer awarding usually begins in late May after spring grades are reviewed to ensure you are maintaining satisfactory academic progress. Disbursement of summer aid begins in July.

Refunds

We encourage you to sign up to receive eRefunds (Direct Deposit) in order to receive your Financial Aid funds more efficiently. Your Financial Aid refund may be deposited directly into

your personal checking or savings account at your bank. Sign up online at the [Student Account Services Web site](#).

{Please note that the bank does not disburse money into bank accounts on holidays.}

If you are due a refund for either withdrawing from the university by the withdrawal deadline or dropping units by the [schedule adjustment deadline](#) you will receive your refund in the following form:

Tuition and Fees paid using **Checks, Money Orders, Certified Funds, Cash or Debit Cards**, will receive the refund in the form of a SDSU check. All refund checks are mailed to the address on file with the [Office of the Registrar](#). Make sure that your address is updated on your [SDSU Webportal](#) to ensure timely delivery of your refund.

Tuition and Fees paid online using our **electronic Check /Savings accounts (ACH) process**, will receive an electronic refund to the account used to make the payment.

Tuition and Fees paid online using **Credit Cards (CashNet™ SmartPay)**, will receive an electronic refund back to the credit card used to make the payment.

Information concerning any aspect of the refund of fees may be obtained from [Student Account Services](#).

Refunds may be applied against other amounts due to the university.

Refund Policy

Regulations governing the refund of mandatory fees, including nonresident tuition, are included in Section 41802 of Title 5, California Code of Regulations. For purposes of the refund policy, mandatory fees are defined as those system-wide fees and campus fees that are required to be paid in order to enroll in state-supported academic programs at the California State University.

Refunds of Financial Aid Funds (Return to Title IV)

When a student who has received Title IV financial aid withdraws, or otherwise fails to complete a period of enrollment for which he or she was charged, the institution is required to determine if a refund must be made to the student or if unearned aid must be returned to the federal accounts.

Calculations will be based on the withdrawal date and the percentage of the period of enrollment completed. If Title IV funds have been disbursed during the enrollment period, aid will first be returned by the institution to the programs in the order listed below as required by law and determined by the university. If funds have been disbursed directly to the student, he or she may be required to repay any unearned aid. In some cases where eligibility for aid exceeds the amount disbursed, the regulations allow for a post-withdrawal disbursement, the university will notify you of the process required to receive the funds.

Title IV Financial Aid consists of the following programs:

- Unsubsidized William D. Ford Federal Direct Loan
- Subsidized William D. Ford Federal Direct Loan
- William D. Ford Federal Direct PLUS Loan
- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Teach Grant

Full refund

To receive a full refund of basic Tuition and Fees, Nonresident Tuition and Professional Program fee, you must officially withdraw, or otherwise cancel your registration, prior to the first day of instruction for the term. A refund administrative fee of \$21.00 will be withheld. Students are not required to file a refund application. **Please note: if you do not complete the official withdrawal process, and only drop your classes online, your refund will not be processed until 4 to 6 weeks after the census date of July 18, 2018.**

Students will also receive a full refund of mandatory fees, under the following circumstances:

- The tuition and fees were assessed or collected in error
- The course for which the tuition and fees were assessed or collected was cancelled by the university
- The University makes a delayed decision that the student was not eligible to enroll in the term for which the fees were assessed and collected and the delayed decision was not due to incomplete or inaccurate information provided by the student
- The student was activated for compulsory military service

Tuition and Fees Prorated Refund (see schedules below)

Starting with the first day of instruction, refunds for complete withdrawal or cancellation of registration will be prorated, based on the date of withdrawal and the percentage of the period of enrollment completed. A refund administrative fee of \$21.00 will be withheld. **It is not necessary to file an application for refund.**

Prorated refunds will be processed for a student’s complete withdrawal up to the 60 percent point of the term. A student who withdraws from the university after the 60 percent point in the academic period, or fails to officially withdraw from the campus shall not be entitled to any refund of Tuition and Fees. After the drop/add deadline of the semester, schedule adjustments are only permitted for extremely serious, documented cases involving health or accident.

Tuition and Fee Refunds Based on Unit Load, A student who, within the schedule adjustment period and in accordance with campus procedures, drops from 6.1 units or more to 6.0 units or less, or a student who paid maximum fees, but never obtained over 6.0 units, shall receive a refund of applicable Tuition and Fees. A refund administrative fee of **\$21.00** will be withheld. It is not necessary to file a refund application. **Refunds of this type will not be processed until after the census date (July 18, 2018).**

Summer 2018 Prorated Refund Schedules (S1, S2, T1)

Session S1 Refunds (The duration is 6 weeks from May 22 – June 29)

| Date of Withdrawal | Days Attended | Refund Percentage |
|--------------------|---------------|-------------------|
| 5/22/2018 | 1 | 97.436% |
| 5/23/2018 | 2 | 94.872% |
| 5/24/2018 | 3 | 92.308% |
| 5/25/2018 | 4 | 89.744% |
| 5/26/2018 | 5 | 87.179% |
| 5/27/2018 | 6 | 84.615% |
| 5/28/2018 | 7 | 82.051% |
| 5/29/2018 | 8 | 79.487% |
| 5/30/2018 | 9 | 76.923% |
| 5/31/2018 | 10 | 74.359% |
| 6/1/2018 | 11 | 71.795% |
| 6/2/2018 | 12 | 69.231% |
| 6/3/2018 | 13 | 66.667% |
| 6/4/2018 | 14 | 64.103% |
| 6/5/2018 | 15 | 61.538% |
| 6/6/2018 | 16 | 58.974% |
| 6/7/2018 | 17 | 56.410% |
| 6/8/2018 | 18 | 53.846% |
| 6/9/2018 | 19 | 51.282% |
| 6/10/2018 | 20 | 48.718% |
| 6/11/2018 | 21 | 46.154% |
| 6/12/2018 | 22 | 43.590% |
| 6/13/2018 | 23 | 41.026% |

* No S1 refund after this date

Session S2 Refunds (The duration is 6 weeks from July 09 – Aug. 16)

| Date of Withdrawal | Days Attended | Refund Percentage |
|---------------------------|----------------------|--------------------------|
| 7/9/2018 | 1 | 97.436% |
| 7/10/2018 | 2 | 94.872% |
| 7/11/2018 | 3 | 92.308% |
| 7/12/2018 | 4 | 89.744% |
| 7/13/2018 | 5 | 87.179% |
| 7/14/2018 | 6 | 84.615% |
| 7/15/2018 | 7 | 82.051% |
| 7/16/2018 | 8 | 79.487% |
| 7/17/2018 | 9 | 76.923% |
| 7/18/2018 | 10 | 74.359% |
| 7/19/2018 | 11 | 71.795% |
| 7/20/2018 | 12 | 69.231% |
| 7/21/2018 | 13 | 66.667% |
| 7/22/2018 | 14 | 64.103% |
| 7/23/2018 | 15 | 61.538% |
| 7/24/2018 | 16 | 58.974% |
| 7/25/2018 | 17 | 56.410% |
| 7/26/2018 | 18 | 53.846% |
| 7/27/2018 | 19 | 51.282% |
| 7/28/2018 | 20 | 48.718% |
| 7/29/2018 | 21 | 46.154% |
| 7/30/2018 | 22 | 43.590% |
| 7/31/2018 | 23 | 41.026% |

* No S2 refund after this date

Session T1 Refunds (The duration is 6 weeks from May 22 – Aug. 16)

| Date of Withdrawal | Days Attended | Refund Percentage |
|---------------------------|----------------------|--------------------------|
| 5/22/2018 | 1 | 98.851% |
| 5/23/2018 | 2 | 97.701% |
| 5/24/2018 | 3 | 96.552% |
| 5/25/2018 | 4 | 95.402% |
| 5/26/2018 | 5 | 94.253% |

| | | |
|-----------|----|---------|
| 5/27/2018 | 6 | 93.103% |
| 5/28/2018 | 7 | 91.954% |
| 5/29/2018 | 8 | 90.805% |
| 5/30/2018 | 9 | 89.655% |
| 5/31/2018 | 10 | 88.506% |
| 6/1/2018 | 11 | 87.356% |
| 6/2/2018 | 12 | 86.207% |
| 6/3/2018 | 13 | 85.057% |
| 6/4/2018 | 14 | 83.908% |
| 6/5/2018 | 15 | 82.759% |
| 6/6/2018 | 16 | 81.609% |
| 6/7/2018 | 17 | 80.460% |
| 6/8/2018 | 18 | 79.310% |
| 6/9/2018 | 19 | 78.161% |
| 6/10/2018 | 20 | 77.011% |
| 6/11/2018 | 21 | 75.862% |
| 6/12/2018 | 22 | 74.713% |
| 6/13/2018 | 23 | 73.563% |
| 6/14/2018 | 24 | 72.414% |
| 6/15/2018 | 25 | 71.264% |
| 6/16/2018 | 26 | 70.115% |
| 6/17/2018 | 27 | 68.966% |
| 6/18/2018 | 28 | 67.816% |
| 6/19/2018 | 29 | 66.667% |
| 6/20/2018 | 30 | 65.517% |
| 6/21/2018 | 31 | 64.368% |
| 6/22/2018 | 32 | 63.218% |
| 6/23/2018 | 33 | 62.069% |
| 6/24/2018 | 34 | 60.920% |
| 6/25/2018 | 35 | 59.770% |
| 6/26/2018 | 36 | 58.621% |
| 6/27/2018 | 37 | 57.471% |
| 6/28/2018 | 38 | 56.322% |
| 6/29/2018 | 39 | 55.172% |
| 6/30/2018 | 40 | 54.023% |
| 7/1/2018 | 41 | 52.874% |
| 7/2/2018 | 42 | 51.724% |
| 7/3/2018 | 43 | 50.575% |
| 7/4/2018 | 44 | 49.425% |
| 7/5/2018 | 45 | 48.276% |

| | | |
|-----------|----|---------|
| 7/6/2018 | 46 | 47.126% |
| 7/7/2018 | 47 | 45.977% |
| 7/8/2018 | 48 | 44.828% |
| 7/9/2018 | 49 | 43.678% |
| 7/10/2018 | 50 | 42.529% |
| 7/11/2018 | 51 | 41.379% |
| 7/12/2018 | 52 | 40.230% |

* No T1 refund after this date

Summer 2018 Student Parking Refund Schedule

Parking Fee Refund information is available on the Parking Services website under the [Permit](#) link.

Please Note: Parking permit refunds are based on the date the permit is turned in, **NOT your date of withdrawal**. To receive the maximum amount of refund, it is important that the permit be turned in as soon as possible.

Appeal Process – Petition for Special Consideration

An appeals process exists for students who feel that individual circumstances warrant exceptions from published policy. Students should file a “Petition for Special Consideration” obtainable at Student Account Services. Petitions must be filed with Student Account Services prior to the end of the twelfth week of classes.

Petitions outside the scope of published policy in accordance with the deadlines stated in the Class Schedule, Catalog, and registration material are approved only when applicants can demonstrated exceptional circumstances and the chief financial officer or designee determines that the university did not earn Basic Tuition and Fees.

The following situations are typical of those for which “exceptional circumstances” is an appropriate justification for reviewing accounts:

1. Unexpected Medical Situation: verifiable accident, illness, or personal problems serious enough to cause withdrawal from the University.
2. Schedule adjustments based on department recommendation.
3. Death in the immediate family.
4. Other unusual or very special cases, considered on a case-by-case basis.

The following situations would not fall under “exceptional circumstances”:

1. Grade anticipated in class is not sufficiently high, or the student is failing.
2. Dissatisfaction with course material, instructional method, and/or professor.
3. Class is harder than expected.
4. Pressure of other classes, participation in social activities, or lack of motivation.
5. Inability to pay.

6. Work conflict.

The petition is intended for students who dropped classes outside of the dates listed on the refund schedule or failed to make proper payment resulting in subsequent mandatory fees but feel they have an exceptional circumstance which prevented them from meeting their obligation.