FORT HAYS STATE UNIVERSITY
COMPREHENSIVE FEE SCHEDULE
(Effective Fall Semester 2013)

TUITION AND FEES

Per Semester or Summer Session

1. Undergraduate students and graduate students pay a per credit hour charge as follows:

	Resident		Non-Resident		Non-Resident Contiguous States	
	Under-Graduate	Graduate	Under-Graduate	Graduate	Under-Graduate	Graduate
Tuition	$ 112.00	$ 167.40	$ 394.10	$ 476.75	$ 168.00	$ 251.10
Educational Opportunity	.42	.42	.42	.42	.42	.42
Student Health	4.38	4.38	4.38	4.38	4.38	4.38
Student Union	3.88	3.88	3.88	3.88	3.88	3.88
Student Union-Student Services	1.83	1.83	1.83	1.83	1.83	1.83
Student Union Bond Fee	6.00	6.00	6.00	6.00	6.00	6.00
Student Activity	5.57	5.57	5.57	5.57	5.57	5.57
Lewis Field Renovation Bond Fee	1.00	1.00	1.00	1.00	1.00	1.00
Parking Fee	.89	.89	.89	.89	.89	.89
Public Safety Awareness	.36	.36	.36	.36	.36	.36
Wellness Center Fee	.91	.91	.91	.91	.91	.91
Student Athletic Fee	8.03	8.03	8.03	8.03	8.03	8.03
	$ 145.27	$ 200.67	$ 427.37	$ 510.02	$ 201.27	$ 284.37

2. Undergraduate fees for 15 hours and graduate fees for 12 hours are:

$2,179.05	$ 2,408.04	$ 6,410.55	$ 6,120.24	$ 3,019.05	$ 3,412.44

Tuition and fees charged will be calculated based on two factors: the type of course (On-campus or Virtual College) and the student's residency status (Resident, Non-Resident, Contiguous, or MSEP).

- A Resident student will be charged On-campus tuition and fees for On-campus courses and Virtual College tuition and fees for Virtual College courses.
- A Non-Resident student will be charged Non-Resident tuition and fees when taking both On-campus and Virtual College courses. A Non-Resident Student taking Virtual College courses *only* will pay the Virtual College tuition and fees.
- Students who are residents of Colorado, Missouri, Nebraska, or Oklahoma qualify for the Contiguous State rate for On-campus courses. A Contiguous State student will be charged Contiguous State tuition and fees when taking both On-campus and Virtual College courses. A Contiguous State student taking Virtual College courses *only* will pay the Virtual College tuition and fees.

VIRTUAL COLLEGE CREDIT AND NONCREDIT COURSE FEES

A specific course fee of **$**182.00 (undergraduate) or **$**246.90 (graduate) per credit hour is assessed for students taking Virtual College courses only. A Virtual College International Fee (undergraduate) is $212.00 per credit hour. A graduate fee of **$**400 per credit hour will be assessed for Virtual College MBA courses. Fees for noncredit courses, workshops, conferences and seminars are based on direct and indirect operating costs and are not subject to refund.

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PARKING PERMIT FEES AS AUTHORIZED

	ANNUAL	**SUMMER**
Zone 1	**$**25.00	$5.00
Zone 2-Regular/Wooster	**$**13.00	$5.00

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NOTE: Cost of replacement permits is $5.00 each.

APPLICATION FEES

Domestic Undergraduate Student Application Fee: $30.00
All applicants enrolling for the first time as an undergraduate student must pay a one-time nonrefundable application fee.

Domestic Graduate Student Application Fee**:** $35.00
A non-refundable application fee will be required for all new graduate applicants.
If a second graduate or specialist degree is pursued, a new application fee will be assessed.

International Undergraduate and Graduate Student Admission/Application Fee: $50.00
A non-refundable application fee will be required. If a second graduate or specialist degree is pursued, a new non-refundable application fee will be assessed.

SPECIAL FEES

Virtual College Special Instructional/Student Materials	Actual Direct Costs
Student Health (Doctor's Appointment-per call)	$20.00
Student Identification Card (New issue)	$5.00
Student Identification Card (Replacements)	$10.00
Orientation/Registration Fee	$30.00
Advanced Standing Examination Fee	$25.00
Laboratory Courses	Cost of excess materials/breakage
Transcript (in excess of 3 per semester to enrolled students)	$5.00
Fax charge (in addition to above fee)	$5.00
Priority Mail (in addition to above fee)	actual mailing costs
Domestic FedEx (overnight)	$15.00 per envelope
International Airmail	$5.00 per envelope
International FedEx or UPS	$40.00 per envelope
Degree Completion Fee	
Graduate Degree	$50.00
Undergraduate Degree	$50.00
Binding of Master's Thesis or Report	$10.00 per copy for first 4 copies $15.00 for student copies
Career Services-Education Credentials Beyond 5	$3.00 per set
Library	
Copies of Public Documents	$ 0.10 per copy
Library Fines or Lost Material	Cost per fine schedule
Traffic Fines	Per Ticket Issued
Child Care Services for Dependents of Students	$23.00 per day
Child Care Services for Dependents of Faculty/Staff	$28.00 per day
Returned Check Fee	$30.00
Installment Administrative Fee	$25.00
Late Payment Fee	$25.00
Collection Agency Fee	Per Contract
TK20-charged to all Education Majors for required database access	$100.00 one time/nonrefundable

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All charges for goods and services not explicitly identified herein will be priced at an amount that approximates actual cost. Campus administrative procedures are to be followed for approval and collection of these charges.

FEE RATE EXCEPTIONS

Staff and Faculty: Tuition Assistance is provided for employees, their spouses and dependents based on length of service and approved Board of Regents eligibility criteria.

Students 60 Years of Age or Older: In accordance with the Kansas Board of Regents policy, any Kansas resident 60 years of age or older, upon the presentation of sufficient proof of age, shall be permitted to audit courses at state universities on a space available basis with no requirement for payment of tuition and fees required of every student as a condition of enrollment. A person meeting these requirements shall be considered a non-degree seeking student.

Return of Title IV Funds for Financial Aid Recipients

Return of Title IV Funds policy:* Using the last date of attendance, the percentage of payment period the student attended will be used to determine the amount of Title IV aid earned by the institution and by the student. The institution will return unearned Title IV funds that had been originally applied to institutional charges to the appropriate federal programs. The student will be responsible for return of unearned Title IV funds that had been originally disbursed directly to him/her. The institutional charges no longer covered by financial aid funds will be reinstated and the student will be responsible for immediate payment of any balance owed.

Based on the most current federal return of Title IV policy. Changes mandated by the Department of Education will be implemented.

Military Refund Policy: Students serving in the National Guard Reserves who are called to active duty during an academic term are entitled to receive a full refund of tuition and fees. Students who are drafted and must report for active duty during an academic term are entitled to receive a full refund of tuition and fees. All refunds are subject to presentation of official documentation. Students who volunteer for military service will be subject to the University's non-military refund policy. Room and board charges will be prorated to the extent that services have been provided.

CONTRACTS AND COMPENSATORY CHARGES

This schedule does not limit the charges that may be collected under arrangements with other governmental or private agencies. Tuition or other charges to more nearly cover the actual cost of instruction are specifically authorized.

REFUNDS-CHANGE OF PROGRAM

Payment of Fees: Fees for a semester or term are payable at the time of enrollment for a semester or term. Students may use a check, money order, University Card, or VISA/MasterCard/Discovery/American Express for the exact amount of fees. Students who add classes after the start of the semester must remit payment when adding the class.

Refunds: (Total Withdrawal from University). To officially withdraw from University coursework and to be eligible for a refund, a student must submit a request for a schedule drop through TigerEnroll within the scheduled dates of the authorized refund period. The University will determine the method of refund.

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Withdrawal Policy Statement

(Fall and Spring Semesters, 16 Weeks)

Students may withdraw full-semester (16-week) courses through 11:59:59 PM CT on the 35th calendar day of the semester. Students withdrawing during this time period will not receive any notation on their transcript. Students who withdraw after this period and through 11:59:59 PM CT on the 70th calendar day of the semester will receive a notation on their transcript of withdrawal (W). No withdrawals allowed after the 70th calendar day of the semester. Students who withdraw completely will receive a notation on their transcript of the date withdrawn. Students receiving financial aid have additional responsibility and should contact the Financial Assistance Office in Picken Hall 202, phone 785-628-4408.

Appeal requests for withdrawal must be submitted to the Academic Appeals Committee. To initiate this process, contact the Office of the Registrar for the appeal form.

Fee Refunds for Course Withdrawals
(Fall and Spring Semesters, 16 Weeks)

	Refund Percentages					Last Calendar Day to Withdraw (No Transcript Record)	Last Calendar Day to Withdraw
	100%	60%	40%	25%	10%		
Less than 1 week course	None	None	None	None	None	2nd day	None
One week course	2nd day	None	None	None	None	2nd day	None
Two week course	1st week	None	None	None	None	7th day	None
Three week course	1st week	None	None	None	None	7th day	14th day
Four week course	1st week	None	None	2nd week	None	14th day	21st day
Five week course	1st week	None	None	2nd week	None	14th day	21st day
Eight week course	1st week	None	2nd week	None	3rd week	21st day	28th day
Ten week course	1st week	2nd week	None	3rd week	4th week	28th day	35th day
Full semester course	1st week	2nd week	3rd week	4th week	5th week	35th day	70th day

One week equals seven calendar days.

All deadlines are effective at 11:59:59 PM CT

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Withdrawal Policy Statement

(Summer Term, 8 Weeks)

Students may withdraw full-term (8-week) courses through 11:59:59 PM CT on the 21st calendar day of the term. Students withdrawing during this time period will not receive any notation on their transcript. Students who withdraw after this period and through 11:59:59 PM CT on the 28th calendar day of the term will receive a notation on their transcript of withdrawal (W). No withdrawals allowed after the 28th calendar day of the term. Students who withdraw completely will receive a notation on their transcript of the date withdrawn. Students receiving financial aid have additional responsibility and should contact the Financial Assistance Office in Picken Hall 202, phone 785-628-4408.
Appeal requests for withdrawal must be submitted to the Academic Appeals Committee. To initiate this process, contact the Office of the Registrar for the appeal form.

Fee Refunds for Course Withdrawals
(Summer Term, 8 Weeks)

	Refund Percentages					Last Calendar Day to Withdraw (No Transcript Record)	Last Calendar Day to Withdraw
	100%	60%	40%	25%	10%		
Less than 1 week course	None	None	None	None	None	2nd day	None
One week course	2nd day	None	None	None	None	2nd day	None
Two week course	1st week	None	None	None	None	7th day	None
Three week course	1st week	None	None	None	None	7th day	14th day
Four week course	1st week	None	None	2nd week	None	14th day	21st day
Six week course	1st week	None	None	2nd week	3rd week	21st day	21st day
Eight week course	1st week	None	2nd week	None	3rd week	21st day	28th day

One week equals seven calendar days.

All deadlines are effective at 11:59:59 PM CT

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RESIDENCE HALL AND APARTMENT RATES
An application fee of **$**35 is charged each resident. This payment is not refundable unless facilities cannot be provided.

Residence Hall Total Cost for BOTH FALL AND SPRING SEMESTERS is as follows:

Custer, McMindes and Wiest:

Room Option	Open Access	10 Meal Plan	7 Meal Plan	Room Only
Double	$7,130	$6,965	$6,914	$3,510
Single	$7,660	$7,495	$7,444	$4,040

Agnew and Heather:

Room Option	Open Access	10 Meal Plan	7 Meal Plan	Room Only
Suite	$8,165	$8,000	$7,949	$4,545

Daily Rates

	(Student Room)	(Guest Room)
1 person/room	$55	$27

Weekly Rates
Student Room, between terms not continuing contract**:** $120
Guest Room, single or double: **$**167

Summer Session Rates

Summer Camper:	1 person/room	**$**26 per day
	2person/room	**$**13 per day (each)

Apartment Rental Rates

Wooster Place: 10 month contract and Summer contract

One bedroom	**$505** per month
Two bedroom	**$**547.50 per month
Shared Two bedroom	**$**446.50 per month, per contract

Stadium Place: 10 month contract and Summer contract

Two Bedroom	$547.50 per month, per contract
Four Bedroom	$497 per month, per contract