EXPENSES AND STUDENT FINANCIAL ASSISTANCE

Tuition and Fees
Subject to approval by the Board of Trustees (Academic Year 2013–2014)

GENERAL INFORMATION
Tuition at Sacred Heart University is based on credit hours. The charge per credit hour may vary for each program. All tuition and fees must be paid on or before registration for each semester or session unless prior arrangements have been made. Students will not be allowed to register with a prior balance. A degree will not be conferred and a transcript and/or educational verification will not be issued until all financial obligations to the University have been met. The University reserves the right to require any past balance to be paid by certified check.

TUITION*
Chemistry (Part-time): $700/credit
Chemistry (Full-time): $7,250/semester
Communications: $850/credit
Computer Science/Information Technology (Full-time): $7,250/semester
Computer Science/Information Technology Part-time: $770/credit
Education: $630/credit
Saturday Weekend Admin Ed Leadership: $660/credit
Eastern CT Program: $535/credit
MBA (Full-time): $785/credit
MBA (Part-time): $785/credit
Nursing: $680/credit
Doctor of Nursing: $870/credit
Occupational Therapy (Full-time): $32,550/year
Occupational Therapy (Part-time): $705/credit
Doctorate Physical Therapy (DPT) (Part-time): $32,980/year
Doctor Physical Therapy (DPT) (Part-time): $720/credit
Masters of Orthopedics: $570/credit
Religious Studies: $700/credit
Applied Psychology: $750/credit
Speech Language Pathology: $740/credit
Healthcare Information Systems: $695/credit (Full-time): $7,250/semester
Masters Environmental Analysis Management (Part-time): $725/credit
Masters Ex. & Nutrition (Full-time): $8,520/semester
Masters Exercise & Nutrition (Part-time): $720/credit
MA Film and Television Production: $910/credit
MS Digital Marketing: $785/credit
MS Human Resource Management: $785/credit
Audit Tuition: $815/course

MANDATORY FEES*
Registration Fee (nonrefundable): $100/term
Library Fee: $28/term
Student Council Fee: $18/term

Some courses may require additional lab fees (see course listings).

OTHER FEES*
OT Program Fee: $500/semester
Nurse Practitioner Fee: $500
DPT Clinical Education Fee: $1,000 – Late Spring
DNP Clinical Fee: $190
Monthly Payment Plan Fee: $65/term
Guaranteed Payment Plan Fee: $80/term
Graduation Fee: $150
Student Teaching Fee: $275/term
Guaranteed Payment Plan Credit Card Reject Fee: $90
Credit Card Reject Fee: $50
Return Check Fee: $40
Health Insurance Fee (optional): $1,570/year

* For more detailed tuition and fees information, refer to the Student Accounts Web page at www.sacredheart.edu.

It is the sole responsibility of the student to maintain a correct mailing address with the Registrar’s Office. Go to WebAdvisor to update your Personal Information.

PAYMENT OF TUITION AND FEES
Students can pay tuition and other fees in full by cash, check, or money order. All checks should be made payable to Sacred Heart University. Refer to Student Accounts (www.sacredheart.edu) for online payment instructions.

MONTHLY PAYMENT PLAN OPTIONS
A monthly payment plan is available during Fall and Spring semesters only. For further information about payment plans, contact the University’s Student Accounts Office at 203-371-7925, or refer to Student Accounts webpage at www.sacredheart.edu.

Late Fee
If a payment is received later than the due date, a finance charge will be assessed at the rate of .75% per month, annual rate of 9%.

GUARANTEED PAYMENT PLAN
This program enables part-time students to register for a term without tuition payment at the time of registration. Further information regarding the Guaranteed Payment Plan can be obtained on the Student Accounts webpage at www.sacredheart.edu.

WITHDRAWAL/REFUNDS
Withdrawals from courses must be made in person through the Office of the Registrar. Official withdrawal is necessary to assure the proper entry of grades on the transcript and the determination of any refund, if applicable. Refunds, which are issued by Student Accounts, are based on the full tuition charges. Failure to withdraw properly will result in the issuance of a withdrawal/failure (WF) grade. Those who improperly withdraw will be charged full tuition. Federal regulations require that veterans follow the University’s withdrawal procedure or be liable for repayment of any benefits received. All refunds will be based on the refund schedule and determined by the date of notification to the Registrar’s Office, not the date of the last class attended. Tuition refunds are based on the tuition charge:

100% Before start First week
80% Before the Second week
60% Before the Third week
40% Before the Fourth week
20% Before the Fifth week
0% After the Fifth week

Registration and lab fees are nonrefundable unless the course is canceled.

Tuition refund for SHU Online programs is 100% prior to start of first week, 80% the first week of classes, and 0% after start of first week.

Refunds can take four to six weeks to process. After withdrawing, students must contact Student Accounts at 203-371-7925 to receive a refund. Refunds are only given to students who have no outstanding balances.

REFUND ALLOCATION POLICY FOR FEDERAL FINANCIAL AID FUNDS

Withdrawing from all courses is considered withdrawing from the University. If you do this before 60% of the semester is completed (approximately 8–9 weeks into the semester), your financial aid award will be recalculated, according to the percentage of the semester you have completed. If awarded Title IV (federal) or state aid and you withdraw before completing 60% of the
semester, some portion of financial aid must be returned. The formula determines what portion of the aid must be returned and the list below indicates the order in which the aid is returned.

**Refunds to Federal Title IV programs are made in this order:**

Federal Unsubsidized Stafford Loan  
Federal Graduate Plus Loan  
Federal Plus Parent Loan for Undergraduate Students (Plus)  
Other federal sources of aid  
Other state, private, or institutional aid  

Refund examples are available in the Student Financial Assistance Office. It is important to discuss withdrawal and refund as it pertains to the individual student, and its implications for federal student loan repayment and future eligibility for financial assistance.

\[
\text{(Days enrolled)} - \left(\text{Official breaks of five days or longer}\right) / \text{Total number of class days in the semester.}
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**Financial Assistance**

Qualified graduate students may be able to obtain financial assistance through a variety of programs. For further information on any of the programs listed below, contact the Office of Student Financial Assistance at 203-371-7980, or the sponsoring department.

**TUITION DISCOUNTS**

Diocesan Discounts are processed by the office of Student Financial Assistance.

MAT students employed as teachers by the Dioceses of Bridgeport (call 203-365-4791), Hartford (call 860-396-8465), and Norwich (call 860-376-8408) are eligible for a tuition discount.

**FEDERAL DIRECT STAFFORD LOANS**

Graduate students who have been fully matriculated into the University may be eligible to receive a federal Direct Stafford Loan. This program is administered by the Office of Student Financial Assistance and each loan applicant is required to file a Free Application for Federal Student Aid (FAFSA) form with the Department of Education. Once a FAFSA form is processed and the information has been received by the University, the Office of Student Financial Assistance will assist the student in completing a loan application. Full-time students may borrow a maximum of $20,500 per year from the Stafford program. Payment begins six months after graduation, withdrawal, or change to less than half-time status. The student has 10 years to repay the loan.

**FEDERAL DIRECT GRADUATE PLUS LOAN**

Graduate PLUS Loans are available to credit-worthy, U.S. citizens or eligible noncitizens. To process a loan, you must submit the Free Application for Federal Student Aid (FAFSA) and apply for a Stafford loan. The amount you are eligible to borrow is determined by the total cost of your educational program less the amount you receive from the Stafford loan and other financial aid.

**FEDERAL TEACH GRANT**

The TEACH Grant Program is a nonneed-based federal program that provides up to $4,000 per year to students enrolled in an eligible program and who agree to teach as a high-qualified teacher in a high-need field, at a low-income elementary or secondary school for at least four years within eight years of completing the program for which the TEACH grant was awarded. If the grant recipient fails to complete the required teaching service, the TEACH grant is converted to a Federal Direct Unsubsidized Loan with interest accruing from the date the grant was disbursed.

**GI BILL/YELLOW RIBBON PROGRAM**

The Yellow Ribbon GI Education Enhancement Program (Yellow Ribbon Program) is a provision of the Post-9/11
Veterans Educational Assistance Act of 2008. This program allows institutions of higher learning (degree granting institutions) in the United States to voluntarily enter into an agreement with VA to fund tuition expenses that exceed the highest public in-state undergraduate tuition rate. Sacred Heart University will contribute up to 50% of those expenses and VA will match the same amount as the institution. Only individuals entitled to the maximum benefit rate (based on service requirements) may receive this funding. Therefore, they may be eligible if they served an aggregate period of active duty after September 10, 2001, of at least 36 months; they were honorably discharged from active duty for a service connected disability and they served 30 continuous days after September 10, 2001; they are a dependent eligible for Transfer of Entitlement under the Post-9/11 GI Bill based on a veteran’s service under the eligibility criteria listed above. For additional information please visit www.sacredheart.edu/pages/27541_yellow_ribbon_program.cfm.

GRADUATE RESEARCH ASSISTANTSHIPS
A limited number of graduate research assistantships are available. Assistantships usually carry some tuition remission as they assist faculty with research projects. Students should contact the department directly concerning availability and eligibility requirements.

GRADUATE STAFF ASSISTANTSHIPS
A limited number of graduate staff assistantships are made available to graduate students who are fully matriculated and attend school on a full-time basis. Staff assistantships are chosen by the sponsoring administrative department and often pay a stipend as well as some tuition remission. More information may be obtained from the Office of Student Financial Assistance at 203-371-7980.

RESIDENCE HALL DIRECTORS
Several residence hall director positions are available through the Office of Residential Life and Housing Services. These are live-in positions and are usually filled by those who are interested in pursing a career in student services. Residence hall directors are fully matriculated graduate students who attend school on a part-time basis while fulfilling their job responsibilities for the Office of Residential Life. Criteria are very selective and hiring decisions are made in the spring for the subsequent Fall term. For further information on this program, contact the Office of Residential Life and Housing Services at 203-416-3417.

FELLOWSHIPS
Luxembourg Student Fellowship
Established to assist students participating in the Luxembourg MBA Program.

Thomas G. Pepe Memorial Award
Established in memory of Dr. Thomas J. Pepe, this award provides support to an outstanding graduate student.