

# Tuition, Fees, and Expenses

## Credit Balance Refunds

Any financial aid credited to a student's account will automatically pay tuition and fees and then charges for room and board in UW residence halls. Unless directed otherwise by answering the Title IV form on WyoWeb, any remainder will be applied to other university charges (but not short-term loans or University Store charges). If a balance is showing on the student's account, the student must pay the amount owed. If a credit results, a "credit balance check" charge will appear on the student's account when the refund amount has been processed. Refunds will be disbursed via paper check and mailed to the current mailing address on file with the Office of the Registrar. Students have the ability to opt into receiving credit balance refunds via direct deposit into an existing bank account. Student can opt-in by visiting [www.uwyo.edu/fsbo](http://www.uwyo.edu/fsbo). Refund processing begins the week prior to the start of a new term and continues throughout the term. For more information on the refund process, please contact the Accounts Receivable Office, 250 Knight Hall.

Stafford Loans - UW will receive its student loan money for students in one electronic transfer of funds. Funds will be electronically credited to each student borrower's account at the university. Tuition and fee charges (and other university charges when authorized by students) will be deducted and any remaining funds will be refunded per the procedure described in the previous paragraph. Any amount owed the university will be retained from the student loan prior to any funds being released to the student, regardless of payment plans.

## Billing and Payment of Tuition and Fees

**All university charges are due prior to 4pm Friday, September 18, 2015.** Students who are unable to pay the entire amount by September 18 will automatically be enrolled in the University's Institutional Payment Plan. Students not paid in full by September 19 will be charged a \$15.00 installment plan fee. The payment due dates for the payment plan are 4pm September 18, 2015, 4pm October 9, 2015, and 4pm October 30, 2015. Students owing \$100.00 or less will not be placed in the payment plan. Offered and accepted financial aid in an amount equal to or greater than the required payment amount will be treated as a payment on the plan. Please check your Student Account channel on WyoWeb to determine the amount due or contact Accounts Receivable at (307) 766-6232.

Charges for a course delivered by Outreach Credit Programs are due approximately one month before the first day of the class or upon enrollment, whichever occurs later. As with other university classes, confirmation of registration may be made by making a one-third payment by the deadline (and automatic enrollment in the University's Institutional Payment Plan) or with accepted financial aid in an amount equal to or greater than the required payment amount. **Please contact Outreach Credit Programs for details and for exact deadline dates.**

## Semester Tuition & Fee Schedule 2015-16 (Subject to change)

The University of Wyoming semester fee schedules are shown below. Different fees are applicable for summer school as published in the Summer Bulletin. The University Trustees and the university administration reserve the right to change the amounts for tuition and fees at any time.

Undergraduate students enrolled for 12 or more hours are considered to be attending full-time. At the graduate level, 9 hours is considered full-time and less than 9 hours is classified as part-time. Fees do not include special fees. Undergraduate and graduate student fees were not available at the time of publication. Please refer to the Accounts Receivable web site for fee information.

<b>Undergraduate</b>	Resident	Nonresident
Tuition (per credit hour)	\$ 119.00	\$ 477.00
Fees (full-time students)	\$ 660.75	\$ 660.75

<b>Graduate</b>	Resident	Nonresident
Tuition (per credit hour)	\$ 232.00	\$ 693.00
Fees (full-time students)	\$ 660.75	\$ 660.75

<b>Law</b>	Resident	Nonresident
Tuition (per credit hour)	\$ 453.00	\$ 964.00
Fees (full-time students)	\$ 660.75	\$ 660.75

<b>MBA</b>	Resident	Nonresident
Tuition (per credit hour)	\$ 595.00	\$ 906.00
Fees (full-time students)	\$ 660.75	\$ 660.75

<b>Pharmacy (Pharm.D.)</b>	Resident	Nonresident
Tuition (per credit hour)	\$ 419.00	\$ 886.00
Fees (full-time students)	\$ 660.75	\$ 660.75

<b>Nursing (DNP)</b>	Resident	Nonresident
Tuition (per credit hour)	\$ 335.00	\$ 709.00
Fees (full-time students)	\$ 660.75	\$ 660.75

## Computing Fee

The computer fee is specified for the support of the computer education environment in the college in which the student is majoring.

Please refer to the Accounts Receivable web site for fee information.

## Tuition Waiver

If an employee, spouse of an employee, or cooperating agency waiver is used for payment of tuition and/or fees, the waiver must be submitted early enough to ensure an approved waiver is received by Accounts Receivable prior to the first day of the semester. Waivers will not be posted to the student's account until after the drop/add period.

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## Financial Holds

A student failing to pay fees, charges, fines, penalties, deposits, or short-term loans as prescribed by the Trustees of the University of Wyoming shall be denied registration at the university and denied copies of academic transcripts and/or diplomas until such fees, charges, fines, penalties, deposits, or short-term loans are paid in full. A 10-day wait is required before a student loan hold can be removed if the debt is paid with a personal check. Contact Accounts Receivable or the Student Financial Operations Office in Knight Hall for information regarding financial holds.

## Refunds/Cancellations

Tuition and course fees will be canceled or refunded to a student who officially drops a class or classes, withdraws from the university through the Dean of Students Office or changes enrollment status (i.e. non-resident to resident; full-time to part-time) in accordance with the institutional refund schedule below.

No tuition penalty will be assessed for dropping and adding during the drop/add period identified in the term's Class Schedule unless all classes are dropped or an all-school withdrawal is processed. Students who withdraw from individual courses after the end of the drop/add period will have their charges canceled in accordance with the institutional refund schedule.

Mandatory fees, late registration fees, and service fees are not refundable.

The portion of tuition refund/cancellation is computed from the first day of the term, not from the class meeting pattern. If a student's initial registration includes blocked classes or short courses that begin at a later date, the refund/cancellation will still be computed from the first day of the term. If a student's initial registration occurs during an approved late registration period, the date for computing a refund/cancellation will be the first day of the term.

Examples of these calculations are available in the Accounts Receivable office.

Courses delivered through the Outreach School through Outreach Credit programs may be subject to different refund policies. Please visit the Outreach School web site at [www.uwyo.edu/outreach/ocp](http://www.uwyo.edu/outreach/ocp) or call (800)448-7801 for information.

## Fall 2015 Refund Schedule

August 31 - September 10, 2015	100%
September 11 - September 21, 2015	80%
September 22 - September 28, 2015	70%
September 29 - October 5, 2015	60%
October 6 - October 12, 2015	50%
October 13 - October 19, 2015	40%
After October 20, 2015	0%

## Student Medical Insurance

The university makes available a basic Student Medical Insurance policy for all eligible students. Eligibility is determined by status and credit hour load – undergraduates taking 6 or more credit hours and graduates taking 4.5 or more.

**Each enrolling student will be required, as part of the registration process, to make a Student Medical Insurance selection.** If the eligible student selects "YES" to the question, the premium will be assessed on the student's account. If the student selects "NO," they will not be assessed for the premium. Part-time students who select "yes" for health insurance will also be assessed for the Part-time Student Benefit Package. Student medical insurance is mandatory for international students.

Graduate student taking fewer than 4.5 credit hours may petition for eligibility to purchase the part-time student benefit package. Those graduate students who successfully petition for the benefit-package may enroll in the Student Medical Insurance program only by contacting the Student Medical Insurance Office.

For questions regarding the Student Medical Insurance program, contact the Student Medical Insurance Advocate (248 Knight Hall) at (307) 766-3025 between 8 a.m. and noon weekdays.

## Part-time Student Benefit Package

The Part-time Student Benefit Package includes the same benefits as those afforded full-time students including, but not limited to, the use of Student Health Services, use of recreation facilities, and the opportunity to apply for Short-term Emergency Student Loans.

To qualify for the part-time student benefit package, undergraduate students must be enrolled in 6.0 to 11.5 hours; graduate students must be enrolled in 4.5 to 8.5 hours. Students who chose to purchase the UW insurance and meet the required hours will be charged the part-time student benefit package. Graduate students taking less than half-time hours may fill out a petition for the part-time student benefit package (form available in Accounts Receivable). For all questions regarding the Part-time Student Benefit Package, contact Accounts Receivable (250 Knight Hall) at (307) 766-6232.

## Visitor's Fee

Individuals who are not otherwise enrolled at the university and who are not university employees may visit classes taught as part of a university course. The privilege of visiting a class entitles the visitor to a seat in the class and the privilege of listening without class participation rights. The visitor receives no regular credit and subsequent credit by examination is not available.

A visitor's card may be purchased in the Office of the Registrar (West Wing of Knight Hall) for \$25.00 per course. Approval of the respective instructor is required. Visitor's cards are not available until the first day of classes.

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## Federal Return of Funds Policy

A student who receives federal financial aid (other than Federal Work-Study paychecks) and chooses to complete less than 60% of an academic term is considered not to have earned all the federal aid he or she has been awarded.

- If aid already disbursed is equal to earned aid, no further action is required.
- If aid already disbursed is less than earned aid, additional aid may be offered to the student after he or she withdraws.
- If aid already disbursed is greater than earned aid, UW and/or the student must return some federal funds.

To determine whether federal funds have been earned or must be returned, UW follows this procedure:

1. Determine the percentage of the term the student completed. This is calculated by dividing the number of calendar days (including weekends) in a term into the number of calendar days that the student was in attendance for that term.
2. Apply the percentage of time attended to the total amount of federal aid the student was eligible to receive for the term. This is the student's "earned aid."
3. Subtract the amount of earned aid from the amount of aid actually disbursed to the student. A positive remainder is the student's "unearned aid." A negative remainder is the student's "earned aid" that may still be offered to the student.
4. Determine the amount of unearned aid remaining that must be repaid by the student. Subtract the amount of unearned aid repaid by the institution from the total amount of unearned aid.

All unearned aid will be returned to the federal student loan lender or federal aid accounts in the following order: (1) Unsubsidized Stafford Loan, (2) Subsidized Stafford Loan, (3) Federal Perkins Loan, (4) Federal PLUS Loan, (5) Federal Pell Grant, (6) Federal SEOG Grant, (7) Federal Teach Grant, (8) Iraq Afghanistan Service Grant. Any amount owed by the student on a grant will be reduced by 50%.

The date of a student's withdrawal from UW will be the date of the student's notification to the Dean of Students Office of an intent to withdraw or the last date of documented academic activity. When a student fails to officially withdraw from UW, it will be assumed that the withdrawal date is the midpoint of the semester or the last date of documented academic activity.

UW will repay the lesser of (1) the total amount of unearned aid or (2) an amount equal to the student's institutional charges multiplied by the percentage of unearned aid. "Institutional charges" are defined as charges for tuition and fees, plus room and board charges for students living in UW residence halls and apartments. It does not include such charges as bookstore charges, student health insurance premiums, parking citations, or library fines.

UW must return the unearned aid for which the school is responsible by repaying funds to loans and/or grants. The amount of unearned aid returned by the school is owed by the student and must be repaid immediately. Any remaining loan funds must be repaid under the normal repayment terms of the loan.

Any amount of earned aid not yet disbursed to the student will be offered to the student. Such offers will cover any undisbursed grants first, followed by the undisbursed loans.

Examples of how the amount of unearned federal aid a student must return is calculated are available from a professional adviser in the office of Student Financial Aid. A chart detailing the percentage of earned and unearned aid, by calendar day of the semester, is provided below. In brief, to determine the percentage of earned federal aid, the calculation will use the total number of calendar days in the term divided by the total number of calendar days the student attended.

## Interaction of Federal Return of Funds Policy and Institutional Refund Policy

When a student who receives federal financial aid withdraws from the university, he or she may owe a repayment of federal funds and/or be due a refund from UW or owe an additional amount to UW. The Federal Return of Funds policy will be applied before any refund due under the UW policy is disbursed. For details on the application of these policies to a specific situation, please consult with the Accounts Receivable Office, 250 Knight Hall, (307) 766-6232.

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## Return of Unearned Federal Financial Aid

### Fall 2015

Day	Withdrawal Date	Days Earned	Days Unearned	% of aid Earned	% of aid Unearned
1	8/31/15	1	106	0.9%	99.1%
2	9/1/15	2	105	1.9%	98.1%
3	9/2/15	3	104	2.8%	97.2%
4	9/3/15	4	103	3.7%	96.3%
5	9/4/15	5	102	4.7%	95.3%
6	9/5/15	6	101	5.6%	94.4%
7	9/6/15	7	100	6.5%	93.5%
8	9/7/15	8	99	7.5%	92.5%
9	9/8/15	9	98	8.4%	91.6%
10	9/9/15	10	97	9.3%	90.7%
11	9/10/15	11	96	10.3%	89.7%
12	9/11/15	12	95	11.2%	88.8%
13	9/12/15	13	94	12.1%	87.9%
14	9/13/15	14	93	13.1%	86.9%
15	9/14/15	15	92	14.0%	86.0%
16	9/15/15	16	91	15.0%	85.0%
17	9/16/15	17	90	15.9%	84.1%
18	9/17/15	18	89	16.8%	83.2%
19	9/18/15	19	88	17.8%	82.2%
20	9/19/15	20	87	18.7%	81.3%
21	9/20/15	21	86	19.6%	80.4%
22	9/21/15	22	85	20.6%	79.4%
23	9/22/15	23	84	21.5%	78.5%
24	9/23/15	24	83	22.4%	77.6%
25	9/24/15	25	82	23.4%	76.6%
26	9/25/15	26	81	24.3%	75.7%
27	9/26/15	27	80	25.2%	74.8%
28	9/27/15	28	79	26.2%	73.8%
29	9/28/15	29	78	27.1%	72.9%
30	9/29/15	30	77	28.0%	72.0%
31	9/30/15	31	76	29.0%	71.0%
32	10/1/15	32	75	29.9%	70.1%
33	10/2/15	33	74	30.8%	69.2%
34	10/3/15	34	73	31.8%	68.2%
35	10/4/15	35	72	32.7%	67.3%
36	10/5/15	36	71	33.6%	66.4%
37	10/6/15	37	70	34.6%	65.4%
38	10/7/15	38	69	35.5%	64.5%
39	10/8/15	39	68	36.4%	63.6%
40	10/9/15	40	67	37.4%	62.6%
41	10/10/15	41	66	38.3%	61.7%
42	10/11/15	42	65	39.3%	60.7%
43	10/12/15	43	64	40.2%	59.8%
44	10/13/15	44	63	41.1%	58.9%
45	10/14/15	45	62	42.1%	57.9%
46	10/15/15	46	61	43.0%	57.0%
47	10/16/15	47	60	43.9%	56.1%
48	10/17/15	48	59	44.9%	55.1%
49	10/18/15	49	58	45.8%	54.2%
50	10/19/15	50	57	46.7%	53.3%
51	10/20/15	51	56	47.7%	52.3%
52	10/21/15	52	55	48.6%	51.4%
53	10/22/15	53	54	49.5%	50.5%
54	10/23/15	54	53	50.5%	49.5%
55	10/24/15	55	52	51.4%	48.6%
56	10/25/15	56	51	52.3%	47.7%
57	10/26/15	57	50	53.3%	46.7%
58	10/27/15	58	49	54.2%	45.8%
59	10/28/15	59	48	55.1%	44.9%
60	10/29/15	60	47	56.1%	43.9%
61	10/30/15	61	46	57.0%	43.0%
62	10/31/15	62	45	57.9%	42.1%
63	11/1/15	63	44	58.9%	41.1%
64	11/2/15	64	43	59.8%	40.2%

## National Guard Benefit

Active Wyoming National Guard Members in good standing and considered to be satisfactory participants may apply to participate in the Education Assistance Plan. The Plan provides 100% tuition and mandatory fee payment for all courses leading to one degree at UW, as long as the recipient continues to meet academic and service commitment requirements. Recipients must agree to serve the Guard for at least two years after earning their degrees. This benefit may be used concurrently with GI Bill benefits. For information and application packets, please contact the Wyoming National Guard Education Office at (800) 832-1959, ext. 5262, the UW Outreach School at (800) 448-7801, or the UW financial aid office at (307) 766-2525.