

Financial Policies

Refunds

Prepayments will be refunded in full on payments made prior to late validation day, with the exception of application fee and commitment deposits. Any change of classes must be done during the drop and add period (the first two weeks of classes for any semester). All charges stand after that time.



For any student completely **withdrawing** from the college, the following policy applies:

- On 1 - 3 days after classes start 100% credit of all charges
- From 4 - 11 days after classes start 90% credit of tuition and board
- From 12 - 22 days after classes start 80% credit of tuition and board
- From 23 - 33 days after classes start 70% credit of tuition and board
- From 34 - 44 days after classes start 60% credit of tuition and board
- From 45 - 55 days after classes start 50% credit of tuition and board
- From 56 - 66 days after classes start 40% credit of tuition and board
- More than 66 days after classes start 0% credit of tuition and board

NOTE: Days listed above are calendar days and include weekends and holidays.

Refund calculations will be based upon the date the student begins the official withdrawal process. Days listed above are calendar days and include weekends and holidays. In cases where a student stops attending all of his/her classes without officially withdrawing, refund calculations will be done at 50% unless the student attended a class later than 55 days up to 66 days after the start of classes, the refund will be calculated at 40%. If the student attended later than 66 days after the start of classes there will be no refund.

Fees and room charges are non-refundable after the start of the third day classes. Students who move off campus after classes begin will forfeit the room charge for that semester.

A room charge of \$115.00 per week will be charged for students staying on-campus during spring break and summer sessions.

Refunds for Recipients of Federal Financial Aid

As prescribed by law and regulation, Federal Title IV funds will be returned to the applicable sources in the following order: Federal Direct Unsubsidized Stafford loan, Federal Direct Subsidized Stafford loan, Federal Direct Plus loan, Federal Pell Grant, FSEOG, other Title IV Aid Programs, other federal sources of aid, state sources of aid. Examples of this refund policy are available at the Financial Aid Offices on each campus.

Room Damage Deposit

A \$100.00 room damage deposit is required for all Resident students. Any damages incurred by the student will be deducted from this deposit and the balance refunded. Also, a room key deposit of \$35.00 is included in the room damage deposit.

Payments/Late Payment Fee

Payment must be received by the due date each semester. Payment received after the due date is subject to a late payment fee of \$200.00. Any student whose account has been written off to collection will not be allowed to take classes until the balance has been paid.

Collection of Uncollected Funds/NSF Check

A \$35.00 service charge will be added for each check returned unpaid by the bank.

Collection of Foreign Checks

All foreign checks are to be made payable in U.S. funds. The student is responsible for any exchange fees or bank charges associated with non-U.S. checks.

Collection of Fines (Vehicle, Parking, Library and other expenses)

All unpaid fines (vehicle, parking, library, etc.) or other college expenses will have an additional \$10.00 charge if not paid in the first 10 days and are turned into the Business Office for collection.

Textbooks

The estimated annual book and supply costs are approximately \$1230.00 depending on courses. Books for all classes will be available at the Campus Bookstore. Books must be paid for in full at the time of purchase.

Car Permits

Students wishing to have a car on campus must complete application with the Business Office and receive car permit from Campus Security. The academic year car permit is \$50.00 and students will be charged \$25.00 per semester. Each additional permit or replacement permit is \$15.00. This is a NON REFUNDABLE FEE. Students that do not have a car on campus must contact the Business Office to remove the charge from their account.

Graduation Fee

\$80.00 (includes cap and gown rental)

Course Lab Fees

Classes that have lab fees will vary each semester.

Other Fees

- Car Permit (annually): Fee \$50.00
- Car Permit (additional or replacement): Fee \$15.00
- Late Payment Fee: \$200.00
- Late Registration Fee:\$150.00
- Room Deposit (converts to damage deposit upon entering housing): \$100.00
- Room fee during spring break and summer sessions: \$115.00 per week
- Transcript Fee: No Charge
- Audit per credit hour (no college credit): \$406.00
- Orientation (Resident): \$130.00
- Orientation (Commuter): \$80.00
- Internship per credit hour: \$700.00
- Test Out per credit hour: \$75.00
- Overload fee \$560.00 per credit hour over 17 credits
- Returned Check Fee (Northwood re-deposits NSF checks one time. The fee is per return): Fee \$35.00
- Fax Transmission: \$2.00
- Student ID Card (replacement): \$25.00

Payment Plans

Tuition Pay Plan: 800.635.0120

Higher Education Guaranteed Loan Program

Contact Northwood Financial Aid Office: 989.837.4230