

# Tuition and Fees

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## Online Programs — Enrollment Status

To determine enrollment status, blocks 1, 2 and 3 comprise the Fall semester; block 4 is the Winter term; blocks 5, 6 and 7 comprise the Spring semester; and blocks 8 and 9 comprise the Summer semester. *Note:* Loan Servicers use the enrollment status to defer loans. Students must be enrolled in a minimum of 12 semester hours per semester to be considered full-time status. Enrollment of less than 6 semester hours per semester is considered less than half-time status. Students should contact the Mount Mercy Student Financial Services Office to determine hours needed to be eligible for state or federal financial assistance.

## Deferred Billing

Tuition for students in the online program is due the day the class starts. If you are reimbursed by your employer, and you have a completed Deferred Payment Plan Enrollment Form on file in the Student Financial Services Office, tuition is due 45 days from the end of each block.

## Online Programs —Add/Drop Policy AND Tuition Refund Policy

Please refer to the academic calendar for specific add/drop dates. To drop a course without charge, a student must drop prior to the first day of the block in order to have the registration dropped and no tuition charge assessed. If the course is dropped on, or after the block start date, but before the first week ends (Sunday 11:59pm CST), the student will receive a grade of "W" on the academic transcript reflecting the withdrawal, but will not be charged. Students dropping a given course during the second week of class or after will be charged 100% of the tuition.

If a student wishes to withdraw from an online course, they must do so by the fourth Sunday (11:59pm CST) of a five week block, or the ninth Sunday (11:59pm CST) of a ten week block to receive a "W". Students who do not withdraw from a course by these deadlines will receive a letter grade for the course.

Attendance is taken the first week of class for Department of Education requirements. Online students must actively engage in the course by the end of the first Thursday (11:59pm CST) or earlier as designated by instructor. Simply logging in to the class does not count as engagement for attendance purposes. Students that are "No-Showed" (removed from the class due to non-attendance for a given course once it has begun), will receive a grade of NA and will not be charged.

## Dual Program Enrollment

Students are not allowed to pursue dual programs – a major or minor in the traditional program and a major or minor in the online program – at the same time. Students desiring to mix programs must first complete one program and then apply to the second program for completion of the second major or minor.

## Online Programs — Withdrawal Policy

Students exiting from Mount Mercy during a block in which they are registered, will receive a grade of "W" for the course. Students withdrawing during the first week of the block (before Sunday 11:59 pm CST) will receive a tuition refund. Students withdrawing during the second week of the block or after will not receive a tuition refund. Registrations in subsequent blocks will be dropped and there will

be no tuition charge for the dropped registrations. Students should contact the Accelerated/Online Office to initiate the exit process. Withdrawing from Mount Mercy will change the student's enrollment status, and students should consider how the decision to withdraw will impact any of the following: tuition charges, financial aid, social security, employer-reimbursement, veteran's benefits, or scholarships (Please refer to the Financial Aid section (<http://catalog.mtmercy.edu/archives/2017-18/online/financialaid>) for more information). The student's ability to maintain a student visa or to purchase insurance as a student may also be impacted as a result of the decision to withdraw from coursework at Mount Mercy. Students withdrawing from the institution will be required to re-apply for admission if they desire to return.

**Tuition rates can be found here.** (<http://catalog.mtmercy.edu/archives/2017-18/collegeexpenses>)