

Tuition and Fees

Deferred Billing

Tuition for students in the Graduate 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 with the Student Accounts team, tuition is due 45 days from the end of each block.

Add/Drop and Tuition Refund Policy

The block calendar add/drop dates are located in the "Block Academic Calendar (<http://catalog.mtmercy.edu/graduateprograms/blockacademiccalendar/>)" section of this *Catalog*. 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 for an online class (Sunday 11:59pm CST) OR prior to the second course meeting for an on-campus class, 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.

Attendance is taken the first week of class for Department of Education requirements. On-campus students will have attendance taken in person, while 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.

After conclusion of the add/drop or withdrawal period, all change requests must be approved by the Program Director. Late adds and drops are limited to unusual circumstances that must be documented in writing.

If a student wishes to withdraw from a graduate program course, they must do so by the fourth Sunday (11:59 pm CST) of a five week block, the ninth Sunday (11:59 pm CST) of a ten week block, or the fourteenth Sunday (11:59 pm CST) of a 15 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.

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 their advisor 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/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

Tuition is charged per semester hour. Current tuition rates are:

Program	Rate
Master of Arts in Education	\$556/semester hour
Master of Arts in Marriage and Family Therapy	\$556/semester hour
Master of Business Administration	\$704/semester hour
Master of Management	\$556/semester hour
Master of Science in Education	\$556/semester hour
Master of Science in Nursing*	\$704/semester hour
Master of Science in Supply Chain Management	\$704/semester hour
Master of Strategic Leadership	\$704/semester hour
Doctor of Nursing Practice	\$908/semester hour
PhD in Marriage and Family Therapy	\$760/semester hour

Additional Fees

(All fees are non-refundable)

Student Cost	Amount
Audit fee for a course	\$100
Official transcript	\$11
Replacement diploma	\$75
Returned check	\$25

For a full list of applicable fees please see here. (<http://catalog.mtmercy.edu/collegeexpenses/>)

* Nursing Informatics students are responsible for paying applicable University of Minnesota tuition and fees for courses taken through the University of Minnesota and are subject to their enrollment policies and deadlines.

Delinquent Accounts

All students, except those on employer reimbursement, are required to have their entire account paid in full by the last day of class. Any balance remaining after this date will be considered delinquent. Students who are reimbursed by their employers are required to have their entire account paid in full within 45 days of receiving their grade report for each class or their account will be considered delinquent. It is the student's responsibility to notify the Student Accounts team that s/he is eligible for employer reimbursement as well as notify them of any changes in reimbursement status.

Students with delinquent accounts may be subject to the following actions until the balance is paid in full:

- All current and future registrations will be cancelled
- All financial aid for future terms will be cancelled
- Official transcripts will not be made available
- Accounts will be turned over to a collection agency unless arrangements have been made for the timely payment of the delinquent amount due.