

## Expenses and Financial Aid

**Office of Student Accounts: Tuition and Fees**

<http://www.studentaccounts.appstate.edu>

**Office of Financial Aid: Student Loans and Grants**

<http://www.financialaid.appstate.edu>

**Graduate School: Assistantships, Fellowships and Scholarships**

<http://www.graduate.appstate.edu>

As a state-supported institution, the University recognizes its obligation to provide educational opportunities to those who will benefit from them. Considerations of space, availability of housing, and other limitations however, place some restriction on the number of students who can be admitted to the University. For this reason, students are requested to apply as early as possible.

### Tuition And Fees

Tuition and fees are charged by the semester and are due and payable in advance at the beginning of each semester in accordance with payment instructions issued prior to each semester. North Carolina residents are subsidized by the State and pay tuition at the lower in-state rate. Out-of State students pay tuition at a higher rate.

Fees are paid by both in- and out-of-state students. On-campus students pay fees at a higher rate than off-campus students, who do not use the facilities on campus. Student fees support such services and activities as the Student Health Services, Student Union, Quinn Recreational Center, campus technology, cultural programs, student government, concerts, social activities, forensics, theatre, intramurals, student publications, and attendance at all athletic events on-campus. Current tuition and fee information is available on-line at <http://www.studentaccounts.appstate.edu>.

In addition, graduate students pay the following charges if appropriate: textbook costs; internship or practicum professional liability coverage; fee for late payment of student account; application for graduation; binding fees for thesis or dissertation.

### Special Note Regarding Unpaid Accounts

Before taking final examinations at the close of each semester, a student is expected to settle all accounts. A student may not register for a new semester until all charges have been settled. A student cannot receive a degree, certificate, license, or transcript of credits if any account or loan is delinquent.

### Tuition Waiver For Senior Citizens

By North Carolina statute: "State-supported institutions of higher education, community colleges, industrial education centers and technical institutes, shall permit legal residents of North Carolina who have attained the age of sixty-five (65) to attend classes for credit or non-credit purposes without the required payment of tuition; provided, however, that such persons meet admission and other standards deemed appropriate by the educational institution, and provided that such persons shall be accepted by the constituent institutions of the University of North Carolina only on a spaces-available basis." Under the statute, "tuition shall mean the amount charged for registering for a credit hour of instruction and shall not be construed to mean any other fees or charges or costs of textbooks." An application for this waiver must be made each academic term.

### Insurance

An often unexpected financial burden is the cost of being treated for illnesses or accidents that require admission to the hospital or a visit to a specialist. All students are urged to carry health insurance. Many can be accommodated on plans carried by their parents. Others who do not have this opportunity may contact the Student Health Services (828) 262-3100 concerning the available basic insurance plan open to students for their own coverage and for coverage of their dependents. Insurance is not included in the student fee schedule and must be contracted separately.

### Refund Policy

The term "refund" should be understood to mean either a) the repayment of money received by the University for tuition and fees, or b) a reduction of charges if tuition and fees have not yet been paid.

**Refund for Withdrawal from the University:** If a student withdraws from the University (i.e., discontinues all classes and formally notifies the Registrar's Office), a refund will be made according to the refund table found in the "Calendar and Policy Information" in the on-line schedule of classes:

<http://www.registrar.appstate.edu/schedules/index.html>.

The only refund granted is when the student goes through the official withdrawal process from the University. The refund calculation will be based upon the date of official withdrawal from the University. (Students who wish to withdraw should immediately notify the Registrar's Office, located in John E. Thomas Hall.)

Students who have prepaid tuition and fees will be due a full refund if they are academically ineligible to enroll. Students who do not enroll for reasons other than academic ineligibility will be due a refund LESS any advance payments

made for tuition, fees, and housing. Students who are suspended or expelled for disciplinary reasons will be given a refund based on the University's normal refund schedule.

**Refund for Reduction in Class Schedule:** If students reduce their class schedules (drop courses) during the first five days of classes (during the "Drop-Add" period), one hundred percent of the difference in tuition and fees between the original and revised schedules will be automatically credited to their accounts and available for refund. Students who reduce their class schedules (drop courses) after the first five days of classes will not be eligible for a refund.

**Refund Policy for Financial Aid Recipients:** Please note that reducing your class schedule or withdrawing from the University can affect your status as a financial aid recipient. Questions about the effect of either schedule reduction or withdrawal from the University should be directed to the Office of Student Financial Aid.

If a recipient of financial aid withdraws from the University and is deemed eligible for a refund, that refund does not go directly to the student, but is repaid to financial aid programs according to federal regulations and University policy.

A student officially withdraws when she/he contacts the Registrar's Office and stops attending or plans to stop attending all classes. A student is considered unofficially withdrawn when the student does not successfully complete any of her/his classes, does not officially withdraw, and the professors document that the student stopped attending the class prior to the 60% point of the period of enrollment. The withdrawal date for an unofficial withdrawal will be the mid-point of the period of enrollment. The Policy for the Return of Financial Aid Funds for Students Who Withdraw from the University applies to official and unofficial withdrawals.

If a student withdraws on or before the 60% point of the term, a percentage of the financial aid will be calculated as earned and a percentage will be calculated as unearned on a pro-rata basis. Once the student has been enrolled for 60% of the term, the student is considered to have earned all of her/his financial aid. Example: The student enrolls in a semester that has 113 days in the term, and withdraws on the 18th day of the term, earned and unearned financial aid would be calculated as:  $18 \text{ days} \div 113 \text{ days} = 15.9\%$  of your financial aid has been earned and 84.1% is unearned. The unearned amount must be returned to the federal financial aid programs in this order:

1. Unsubsidized Federal Stafford Loan
2. Subsidized Federal Stafford Loan
3. Federal Perkins Loan
4. Federal PLUS Loan
5. Federal PELL Grant
6. Federal Supplemental Educational Opportunity Grant (FSEOG)

The same policy applies to state, institutional, and other types of aid and will be returned in this order:

1. North Carolina Need-Based Grant (NCNB)
2. Institutional Grants, Waivers, and Scholarships
3. Athletic Grants
4. North Carolina Student Incentive Grant (NCSIG)
5. Other State Aid
6. Outside Scholarships
7. Other Sources

The University will return to the appropriate financial aid program the lesser of the total amount of unearned aid or the institutional charges of tuition, fees, room, and board. The student is responsible for returning any remaining amount to the appropriate programs.

If the student is required to return funds from the loan programs, those funds will be repaid according to the normal repayment terms of the loan program. If the student is required to return funds to the federal grant programs, the student will be required to return only 50% of the federal grant amount that they originally received. If the student is required to return funds from the state, institution, or other sources, the student must return the entire unearned percentage.

If the calculations result in a balance due from the student, a bill will be sent to the permanent home address and will be due upon receipt.

If the student is a Federal Stafford Loan borrower, the student is required to complete Exit Counseling at the time of the withdrawal. The student must complete the Federal Stafford Loan On-Line Exit Counseling at <http://www.financialaid.appstate.edu>. The Federal Stafford Loan lender will be notified that the student is no longer enrolled, and the loan repayment process will begin. It is important for the student to understand their rights and responsibilities, and completion of the required exit counseling will prepare the student for repaying the loan(s).

If the student is a Federal Perkins Loan borrower, they must contact the Office of Student Accounts at 828.262.2113 to schedule a Perkins Loan Exit Counseling session.

### **Student Financial Aid**

Appalachian State University recognizes that some students do not have the financial resources to meet their educational expenses. Through student financial aid programs, Appalachian makes every effort to assist students in financing their

education. With the exception of certain Appalachian academic scholarships, all students interested in receiving financial assistance must complete the Free Application for Federal Student Aid (FAFSA) on the Web or the Renewal FAFSA on the Web. The student must have a U.S. Department of Education PIN to complete the FAFSA. Obtain the PIN at <http://www.pin.ed.gov>. Complete the FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The paper FAFSA may be completed, but the processing of the paper FAFSA will take longer than the FAFSA on the Web.

In order to receive priority consideration, the FAFSA should be completed as soon after January 1 as possible and before Appalachian's priority deadline of March 15 for the upcoming year. The FAFSA may be completed after the March 15 filing deadline, but the student will not receive priority consideration for need-based grants. Students must reapply for financial aid each year. Financial aid funding does not transfer from one institution to another. It is the student's responsibility to inquire about Appalachian's financial aid application procedures for the academic year or for summer school.

Appalachian State University offers grants, loans, and work opportunities for which a student will be considered once the FAFSA data has been received. Several of these programs are briefly described on the following pages. Further information may be obtained from the Office of Student Financial Aid, which is located on the second floor of John E. Thomas Hall or at <http://www.financialaid.appstate.edu>.

Financial aid recipients should refer to the "Refund Policy" topic in this section for information concerning the return of funds due to withdrawal from the University.

### **Assistance for Veterans, Dependents of Disabled or Deceased Veterans, Members of National Guard/Reserves**

The University is approved for training veterans and dependents of deceased or disabled veterans under the following programs administered by the Department of Veterans Affairs:

- Montgomery GI Bill-Active Duty Educational Assistance (Chapter 30)
- Montgomery GI Bill-Selective Reserve Educational Assistance Program (Chapter 1606)
- Post-Vietnam Era Veterans' Educational Assistance Program (Chapter 32)
- Survivors' and Dependents' Educational Assistance Program (Chapter 35)
- Restored Entitlement Program for Survivors (REPS)
- Vocational Rehabilitation (Chapter 31)

Persons eligible to receive these benefits must process an application and enrollment data sheet with the Veterans Affairs Coordinator, Office of Student Financial Aid.

**Children of disabled or deceased veterans**, who are North Carolina residents, may be eligible for a scholarship from the North Carolina Division of Veterans Affairs, Raleigh, North Carolina that pays tuition, some fees, and an allowance for room, and meals. Applications may be obtained from a veteran's service officer located in the prospective student's hometown or county.

**Members of the North Carolina National Guard** may be eligible for tuition assistance. National Guard Members should contact their unit to obtain an application.

### **Student Employment Programs**

Student employment programs are maintained to help students pay educational expenses while attending classes. Students participating in the programs are employed in administrative offices, in colleges and academic departments, and in service facilities such as the bookstore, the library, the food service areas, University Recreation, and the Student Union. The on-campus student employment programs consist of the Student Temporary work program and the Federal Work-Study Program.

On-campus and off-campus job information is provided by the Student Employment Office located in the Career Development Center in John E. Thomas Hall. The function of this office is to provide referral information for on-campus and off-campus jobs for enrolled students. In addition, Student Employment is responsible for placing Federal Work-Study students. You may access our online job board at [www.studentemployment.appstate.edu](http://www.studentemployment.appstate.edu). Choose Student Employment to find links to some of our larger campus employers, or choose the Job Board to search for on-campus and off-campus jobs by category.

Generally, students may work up to 15-20 hours per week in University-operated work programs. Work schedules will be arranged by the student and work supervisor with the understanding that class schedules have first priority.

### **Student Loan Programs**

Eligible students must be enrolled at least half-time, five credit (not audit) hours to receive a federal loan. Detailed information concerning student loan programs will be included with the financial aid award letter or at [www.financialaid.appstate.edu](http://www.financialaid.appstate.edu). General information is also available in "The Guide to Federal Student Aid" (published by the Department of Education), which may be obtained from any post-secondary institution or by accessing the Office of Student Financial Aid Web Site at <http://www.financialaid.appstate.edu>. Loans available to Appalachian graduate students include

- Federal Subsidized Stafford Loan

- Federal Unsubsidized Stafford Loan
- Federal PLUS Loan for Graduate Students - Note: Students should apply for the Federal Subsidized and Unsubsidized Stafford Loans prior to applying for the Federal PLUS Loan for Graduate Students.

### **Scholarships and Fellowships**

A number of scholarships and fellowships are available to qualified graduate students. The Graduate School awards some scholarships to students who have been selected by the Graduate School's Scholarships Committee; individual programs and departments make other awards. The Graduate School coordinates the Lovill Fellowship, the Chancellor's Fellowships, Alumni Fellowships, Alumni Scholarships, and Diversity Fellowships. New students may choose to apply for Lovill, Chancellor's, and Alumni Awards by checking the scholarship box on the application for admission. Continuing students may apply for Alumni awards by submitting a paper application to the Graduate School. Diversity Fellowships require a separate paper application process. Further information can be obtained from the Graduate School <http://www.graduate.appstate.edu/gradstudies/prospective/scholarships.html>.

### **North Carolina Need-Based Grant (NCNB)**

In order to be considered for this grant, a student must be a resident of North Carolina and have exceptional need. This grant may be awarded to graduate students who meet the above requirements and enroll for at least 9 credit (not audit) hours as a graduate student. Complete the FAFSA to apply for the NCNB grant.

### **Graduate Assistantships**

Competitively awarded graduate assistantships involving teaching, research or service to the University are available in most academic departments, the Division of Student Development, and other units on campus for the Fall and Spring semesters. Additional support in the form of summer assistantships may be available depending upon funding. Students may be classified as a Graduate Assistant, Teaching Assistant, Graduate Instructional Assistant, Research Assistant or Resident Director. Only degree-seeking students are eligible to hold an assistantship, and students who are admitted provisionally must complete one term of enrollment successfully before they are eligible. Students must be registered for at least 9 hours of program of study coursework to hold an assistantship, unless they are in the final semester of study and have completed all program of study coursework, in which case they may carry an assistantship with a 6 semester hour course load.

Quarter, half, three-quarter, and full-time assistantships are possible, in which students work 5, 10, 15 or 20 hours a week respectively. Assistants are permitted to carry an academic load of up to twelve semester hours depending upon the classification of the assistantship. The full-time (20 hour a week) assistantship carries a minimum stipend of \$3500 for a semester and \$1000 for a summer term. Assistantships do not include reduction in tuition or fees. Further information can be obtained from the Graduate School <http://www.graduate.appstate.edu/gradstudies/prospective/assistantships.html>.

### **North Carolina Tuition Scholarships**

A limited number of scholarships equivalent to the difference between in-state and out-of-state tuition are available to exceptional students during fall and spring semesters. Requests should be made to the Program Director as early as possible for consideration. Students who receive Tuition Scholarships must complete a full time schedule (at least 9 semester hours per semester) of program of study coursework and must maintain a 3.3 cumulative GPA.

### **Residence Status for Tuition Purposes**

University regulations concerning the classification of students by residence, for purposes of applicable tuition differentials, are set forth in detail in A Manual to Assist The Public Higher Education Institutions of North Carolina in the Matter of Student Residence Classification for Tuition Purposes. Each enrolled student is responsible for knowing the contents of this manual, which is the controlling administrative statement of policy on the subject. The "Manual" is available for review in the office of the University Residency Officer, located in John Thomas Hall. It is also available on the WEB at [www.appstate.edu](http://www.appstate.edu) (click on "Students," then "Office of the Registrar," then "Residency for Tuition Purposes"). This site contains the "Manual" and appropriate application forms. Questions should be directed to the University Residency Officer at 828.262.2050.

The basis for determining the appropriate tuition charge rests upon whether a student is a resident or a nonresident for tuition purposes. Each student must make a statement as to the length of his or her residence in North Carolina, with assessment by the institution of that statement to be conditioned by the following.

**Residence.** To qualify as a resident for tuition purposes, a person must become a legal resident and remain a legal resident for at least twelve months immediately prior to classification. Thus, there is a distinction between legal residence and residence for tuition purposes. Furthermore, twelve months legal residence means more than simple abode in North Carolina. In particular it means maintaining a domicile (permanent home of indefinite duration) as opposed to "maintaining a mere temporary residence or abode incident to enrollment in an institution of higher education." The burden of establishing facts

which justify classification of a student as a resident entitled to in-state tuition rates is on the applicant for such classification, who must show his or her entitlement by the preponderance (the greater part) of the residency information.

**Initiative.** Being classified a resident for tuition purposes is contingent on the student's seeking such status and providing all information that the institution may require in making the determination.

**Parents' domicile.** If an individual, irrespective of age, has living parent(s) or court-appointed guardian of the person, the domicile of such parent(s) or guardian is, prima facie, the domicile of the individual; but this prima facie evidence of the individual's domicile may or may not be sustained by other information. Further, nondomiciliary status of parents is not deemed prima facie evidence of the applicant child's status if the applicant has lived (though not necessarily legally resided) in North Carolina for the five years preceding enrollment or re-registration.

**Effect of marriage.** Marriage alone does not prevent a person from becoming or continuing to be a resident for tuition purposes, nor does marriage in any circumstance insure that a person will become or continue to be a resident for tuition purposes. Marriage and the legal residence of one's spouse are, however, relevant information in determining residency intent. Furthermore, if both a husband and his wife are legal residents of North Carolina and if one of them has been a legal resident longer than the other, then the longer duration may be claimed by either spouse in meeting the twelve-month requirement for in-state tuition status.

**Military personnel.** A North Carolinian who serves outside the State in the armed forces does not lose North Carolina domicile simply by reason of such service. And students from the military may prove retention or establishment of residence by reference, as in other cases, to residency acts accompanied by residency intent. In addition, a separate North Carolina statute affords tuition rate benefits to certain military personnel and their dependents even though not qualifying for the in-state tuition rate by reason of twelve months legal residence in North Carolina. Members of the armed services, while stationed in and concurrently living in North Carolina, may be charged a tuition rate lower than the out-of-state tuition rate to the extent that the total of entitlements for applicable tuition costs available from the federal government, plus certain amounts based under a statutory formula upon the in-state tuition rate, is a sum less than the out-of-state tuition rate for the pertinent enrollment. A dependent relative of a service member stationed in North Carolina is eligible to be charged the in-state tuition rate while the dependent relative is living in North Carolina with the service member and if the dependent relative has met any requirement of the Selective Service System applicable to the dependent relative. These tuition benefits may be enjoyed only if the applicable requirements for admission have been met; these benefits alone do not provide the basis for receiving those derivative benefits under the provisions of the residence classification statute reviewed elsewhere in this summary.

**Grace period.** If a person (1) has been a bona fide legal resident of the required duration, (2) has consequently been classified a resident for tuition purposes, and (3) has subsequently lost North Carolina legal residence while enrolled at a public institution of higher education, that person may continue to enjoy the in-state tuition rate for a grace period of twelve months measured from the date on which North Carolina legal residence was lost. If the twelve months ends during an academic term for which the person is enrolled at a State institution of higher education, the grace period extends, in addition, to the end of that term. The fact of marriage to one who continues domiciled outside North Carolina does not by itself cause loss of legal residence marking the beginning of the grace period.

**Minors.** Minors (persons under 18 years of age) usually have the domicile of their parents, but certain special cases are recognized by the residence classification statute in determining residence for tuition purposes.

- a) If a minor's parents live apart, the minor's domicile is deemed to be North Carolina for the time period(s) that either parent, as a North Carolina legal resident, may claim and does claim the minor as a tax dependent, even if other law or judicial act assigns the minor's domicile outside North Carolina. A minor thus deemed to be a legal resident will not, upon achieving majority before enrolling at an institution of higher education, lose North Carolina legal residence if that person (1) upon becoming an adult "acts, to the extent that the person's degree of actual emancipation permits, in a manner consistent with bona fide legal residence in North Carolina" and (2) "begins enrollment at a North Carolina public institution of higher education not later than the fall academic term following completion of education prerequisite to admission at such institution."
- b) If a minor has lived for five or more consecutive years with relatives (other than parents) who are domiciled in North Carolina and if the relatives have functioned during this time as if they were personal guardians, the minor will be deemed a resident for tuition purposes for an enrolled term commencing immediately after at least five years in which these circumstances have existed. If under this consideration a minor is deemed to be a resident for tuition purposes immediately prior to his or her eighteenth birthday, that person on achieving majority will be deemed a legal resident of North Carolina of at least twelve months duration. This provision acts to confer in-state tuition status even in the face of other provisions of law to the contrary; however, a person deemed a resident of twelve months duration pursuant to this provision continues to be a legal resident of the State only so long as he or she does not abandon North Carolina domicile.

**Lost but regained domicile.** If a student ceases enrollment at or graduates from an institution of higher education while classified a resident for tuition purposes and then both abandons and reacquires North Carolina domicile

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within a 12-month period, that person, if he or she continues to maintain the reacquired domicile into re-enrollment at an institution of higher education, may re-enroll at the in-state tuition rate without having to meet the usual twelve-month durational requirement. However, any one person may receive the benefit of the provision only once.

**Change of status.** A student admitted to initial enrollment in an institution (or permitted to re-enroll following an absence from the institutional program which involved a formal withdrawal from enrollment) must be classified by the admitting institution either as a resident or as a nonresident for tuition purposes prior to actual enrollment. A residence status classification once assigned (and finalized pursuant to any appeal properly taken) may be changed thereafter (with corresponding change in billing rates) only at intervals corresponding with the established primary divisions of the academic year.

**Transfer students.** When a student transfers from one North Carolina public institution of higher education to another, he or she is treated as a new student by the institution to which he or she is transferring and must be assigned an initial residence status classification for tuition purposes.