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Tuition & Fees

## TUITION AND FEE SCHEDULE

The following tuition and fee schedule is in effect for H. Council Trenholm State Technical College. The amount of tuition and fees is based on the number of scheduled credit hours each term. This schedule is subject to change at any time resulting from action by the Alabama State Board of Education or the Department of Postsecondary Education.

| Credit<br>Hours | Tuition<br>Rate | Facility<br>Fee | Technology<br>Fee | Tuition<br>& Fees |
|-----------------|-----------------|-----------------|-------------------|-------------------|
| 1               | 60.00           | 8.00            | 8.00              | 76.00             |
| 2               | 120.00          | 16.00           | 16.00             | 152.00            |
| 3               | 180.00          | 24.00           | 24.00             | 228.00            |
| 4               | 240.00          | 32.00           | 32.00             | 304.00            |
| 5               | 300.00          | 40.00           | 40.00             | 380.00            |
| 6               | 360.00          | 48.00           | 48.00             | 456.00            |
| 7               | 420.00          | 56.00           | 56.00             | 532.00            |
| 8               | 480.00          | 64.00           | 64.00             | 608.00            |
| 9               | 540.00          | 72.00           | 72.00             | 684.00            |
| 10              | 600.00          | 80.00           | 80.00             | 760.00            |
| 11              | 660.00          | 88.00           | 88.00             | 836.00            |
| 12              | 720.00          | 96.00           | 96.00             | 912.00            |
| 13              | 780.00          | 104.00          | 104.00            | 988.00            |
| 14              | 840.00          | 112.00          | 112.00            | 1064.00           |
| 15              | 900.00          | 120.00          | 120.00            | 1140.00           |
| 16              | 960.00          | 128.00          | 128.00            | 1216.00           |
| 17              | 1020.00         | 136.00          | 136.00            | 1292.00           |
| 18              | 1080.00         | 144.00          | 144.00            | 1368.00           |
| 19              | 1140.00         | 152.00          | 152.00            | 1444.00           |
| 20              | 1200.00         | 160.00          | 160.00            | 1520.00           |
| 21              | 1260.00         | 168.00          | 168.00            | 1596.00           |
| 22              | 1320.00         | 176.00          | 176.00            | 1672.00           |
| 23              | 1380.00         | 184.00          | 184.00            | 1748.00           |
| 24              | 1440.00         | 192.00          | 192.00            | 1824.00           |

(Effective: Fall Semester 2002)

The Out-of-State tuition rate is 2.00 times that of the In-State tuition rate.

## IN-STATE TUITION RATES

Students or prospective students described in either Part A or Part B below shall be eligible for "In-State" tuition rates.

### A. Resident Students

A “resident student” is a person who:

1. is a citizen of the United States who has been a legal resident of the State of Alabama for at least one year immediately preceding registration, or whose non-estranged spouse has been a legal resident of the State of Alabama for such period, or (in the case of dependent students) whose parents or legal guardian has been a legal resident of the State of Alabama for such a period; or
2. is a member of the Armed Forces of the United States and officially stationed in Alabama at the time of registration, or whose non-estranged spouse, or (in the case of dependent students) whose parents or legal guardian is a member of the Armed Forces of the United States and officially stationed in Alabama at the time of registration, or who has, or whose non-estranged spouse has, been discharged from the Armed Forces and has formally declared Alabama as his or her state of domicile, or who is a dependent whose parents or legal guardian has been discharged from the Armed Forces and has formally declared Alabama as his or her state of domicile; or
3. currently resides in Alabama and is an “immigrant,” that is, a non-citizen admitted for permanent residence who has been issued an Alien Registration Receipt Card by the Immigration and Naturalization Service; or
4. currently resides in Alabama and is a “Parolee,” that is, a non-citizen who has been “paroled” into the United States at the discretion of the United States Government and who has been issued an “I-94 Card” stamped “Parolee.” (Examples are Cubans and Vietnamese who have left their native countries for political reasons); or
5. currently resides in Alabama and is an “Entrance,” that is, a non-citizen who has been allowed into the United States at the discretion of the United States Government and who has not been issued an Alien Registration Receipt Card. (Examples are Cambodian refugees and Haitians).

### B. Non-Resident Students Eligible for In-State Tuition Rates

Also eligible for In-State tuition rates, whether or not he or she is a resident of Alabama, is a person who:

1. is a dependent\* whose parent(s)\* or legal guardian\* has taken full-time permanent employment in Alabama; or
2. is not a dependent\* but who holds full-time permanent employment in Alabama or whose non-estranged spouse\* holds permanent full-time employment in Alabama; or
3. is incarcerated in a State or Federal correctional institute in Alabama; or
4. is eligible for in-state tuition in a state contiguous to Alabama which has a reciprocal tuition agreement with the State of Alabama Board of Education.

NOTE: \* Neither the student nor parent, guardian, or spouse need be a resident of Alabama. The term “dependent” shall be defined in accordance with the Internal Revenue Code.

## OUT-OF-STATE TUITION RATES

Any student who does not fall into one of the categories described in the preceding section for In-State tuition eligibility shall be subject to payment of tuition and fees at the “Out-of-State” rate. The Out-of-State tuition rate is 2.00 times that of the In-State tuition rate.

## OTHER FEES

A **Late Registration Fee** of \$25.00 is charged to all students who register after the beginning of classes.

A \$35.00 non-refundable **Graduation Fee** is due at the time the Intent to Graduate Form is submitted during registration for the last term of attendance.

## LIABILITY INSURANCE FEE

The Liability Insurance Fee for all Health Services Programs and the Early Child Care and Education Program is \$15.00 per year. Insurance fee for the Emergency Medical Technician/Paramedic Program is \$69.00 per academic year.

## PAYMENT

All students, except sponsored students, are required to pay the full amount of tuition and fees at the time of registration. Sponsored students whose expenses are paid by agencies such as Vocational Rehabilitation Service, Alabama Veteran’s Affairs, employers, etc. must have written authorization from the appropriate agency on file in the Financial Aid Office in order to register for classes without personally paying the tuition and fees.

Students not completing payment at the time of registration will have that registration voided and will have to repeat the full registration process. Students may not attend classes until all tuition and fees have been paid. **H. Council Trenholm State Technical College accepts cash, Visa, or MasterCard for payment.**

## REFUND POLICY

### Partial Withdrawal

Students who do not completely withdraw from the college but drop a class during the regular drop/add period will be refunded the difference in the tuition paid and the tuition rate applicable to the reduced number of hours, including fees appropriate to the classes dropped. **There is no refund due to a student who partially withdraws after the official drop/add period.**

### Total Withdrawal

Students who officially or unofficially withdraw from **all** classes for which they are registered **before** the first day of classes for the term will be refunded the total amount of tuition and other refundable fees. Students who officially or unofficially withdraw completely on or **after** the first day of classes, but prior to the end of the **third** week of classes will be refunded according to the withdrawal date. The \$25.00 late registration fee is not refundable.

|  |             |
|--|-------------|
| Total Withdrawal <u>before</u> the official first day of classes | 100% refund |
| Total Withdrawal during first week                               | 75% refund  |
| Total Withdrawal during second week                              | 50% refund  |
| Total Withdrawal during third week                               | 25% refund  |
| Total Withdrawal after the end of the third week                 | NO REFUND   |

An administrative fee not to exceed 5% of tuition and other refundable institutional charges or \$100.00 whichever is smaller, shall be assessed for each withdrawal within the period beginning the first day of class and ending at the end of the third week of class. The first official day of classes is indicated on the College calendar as the day that classes begin. There is only one first day of class. This day may not be the first day on which all classes begin. The calendar also indicates the last day to drop/add. For calculating refunds, a week is defined as the first day of class running seven calendar days (inclusive of Saturday and Sunday).

Example: Classes begin June 14, student withdraws June 17.  
Fourth day = 75% Refund due.

|                         |                |
|-------------------------|----------------|
| Tuition/fees paid:      | \$648.00       |
|                         | <u>x .75</u>   |
|                         | \$486.00       |
| Administrative Fee:     | <u>- 32.40</u> |
| Round to nearest dollar | \$453.60       |
| Refund amount:          | \$454.00       |

Tuition & Fees

**Financial Aid Return of Title IV Funds Policy.**

1. If a student totally withdraws from school, he/she will be evaluated for earned aid based on the percentage of time he/she has been enrolled in the term.
2. If a student has received more aid than earned at the point of withdrawal, the student must repay the Title IV fund.
3. If the student has earned aid that has not been disbursed according to the percentage of time enrolled in the term, the student may be eligible for a post-withdrawal disbursement.
4. If a student fails to attend any classes for which he/she is enrolled, no financial aid will be awarded for those courses. Students must drop all non-attended classes during drop/add to avoid out-of-pocket expense.
5. If a student owes a repayment to Title IV for grant aid, the student's portion of the repayment may be reduced by 50%.

**Financial Aid Overpayment Policy.** In accordance with C.F.R. 668.61, if there is a financial aid overpayment, the student must make satisfactory repayment arrangements with the U. S. Department of Education within 45 days.

For additional information concerning Financial Aid at H. Councill Trenholm State Technical College, telephone the Financial Aid Office or write the Financial Aid Office on the Patterson Campus at 3920 Troy Highway, Montgomery, Alabama, 36116 or the Trenholm Campus at 1225 Air Base Blvd., Montgomery, Alabama, 36108.

**Ineligibility for Refund**

Students who are withdrawn by H. Councill Trenholm State Technical College for disciplinary reasons, for non-payment of tuition and fees, or for other similar reasons, are not eligible for a refund.

**Refund Payment**

Refunds are processed after the drop/add period. Students paying tuition and fees by cash will be issued a refund check. The check will be mailed to the home address of the student. Students paying tuition and fees by credit card will have the amount of the refund credited to their account.

**Refund for Alabama National Guard and Reservists Called to Active Duty**

Students who are active members of the Alabama National Guard or reservists or who are active duty military who are called to active duty in the time of national crisis shall receive a full tuition refund at the time of withdrawal, if such student is unable to complete the term due to active duty orders or assignment to another location

**BOOKS AND SUPPLIES**

Students must purchase their own textbooks, workbooks, equipment, materials, and supplies as specified for their particular major. As a convenience for students, a college bookstore is provided on both campuses with a full array of books and other supplies. All textbooks and most tools and special supplies may be obtained in the bookstore.

A student who withdraws and who has purchased returnable books, and/or supplies from the college and returns the items in new/unused condition by the end of the third week of the term will be refunded the full purchase price. Books and/or supplies returned in used condition by the end of the third week of the term will be refunded fifty percent (50%) of purchase price. Students must present a receipt to receive a refund.