

# Office of the Bursar

*Shalon Vogler, Assistant Bursar*

## Tuition and Fees

Tuition and fees must be paid before the beginning of each semester for which the student is enrolled, pursuant to UNCSA's Student Payment Policy (<https://www.uncsa.edu/mysa/policy-manual/300-business-administration-finance/317-student-payment-policy.aspx>). Students may not attend classes until such payment is received.

The University of North Carolina School of the Arts reserves the right, with the approval of proper authorities, to make changes in tuition and other fees at any time.

Questions concerning payment of tuition and fees should be directed to the Bursar's Office, located on the second floor of the Welcome Center.

View the 2018-2019 tuition and fees (subject to change): <https://www.uncsa.edu/mysa/current-students/services/tuition-and-fees/high-school-tuition-fees.aspx>

Students (excluding in-state high school students) who officially withdraw from UNCSA may be entitled to a proportionate refund of tuition and fees. To receive the refund to which a student is entitled, if any, the student must submit the appropriate withdrawal form, available from the Registrar. In order for the student to be eligible for consideration for a refund, the student must be in good standing at the time of withdrawal.

## Withdrawal Time Frame (for Non-Title IV Federal Aid Recipients)

Percentage of total tuition, fees, room and meal plan to be refunded (minus non-refundable advance payments) (excluding in-state high school students).

Through 1st week	90 percent
Through 2nd week	80 percent
Through 3rd week	60 percent
Through 4th week	40 percent
After 4th week	0

Attendance is counted from the first day of required attendance in a semester. Fractions of a week count as a full week. No refunds will be made following the fourth week. Exceptions to the policy may be reviewed by the Tuition and Fees Appeals Committee. Refunds of less than \$1 will not be issued. If a student withdraws or cancels registration before the first day of classes, no financial aid will be disbursed, and the student will be responsible for any charges he/she may owe.

## Suspension or Unofficial Withdrawal

Students who are suspended for disciplinary reasons or who do not formally withdraw are not eligible for a refund of tuition, fees, room, or meal plan.

## **Advance Housing Payment - New Students**

All students are required to pay a \$300 advance housing payment to reserve a space in an on-campus residence hall.

New students are required to pay the \$300 advance housing payment at the same time the advance tuition payment is paid. When a new student is fully accepted for admission to UNCSCA, he or she is notified by the Office of Admissions that the tuition and housing payments are due and payable. The advance housing payment shall be applied against the student's housing fee. Procedures for refund are the same as for the advance tuition payment.

Returning students are required to pay the \$300 advance housing payment during the spring semester in order to reserve a residence hall space for the following fall semester. This advance payment shall be applied against the student's fall housing fee. Procedures for refunds are the same as for the advance tuition payment.