

Payment of Tuition and Fees - Fall 2003

Tuition - Fall 2003:

MBA 400 level courses	\$320 per credit hour
MBA 500 level courses	\$470 per credit hour

Students who register through the early registration process for Fall 2003 (i.e., register prior to July 6) will receive their first bill in July and must pay in full by August 20, 2003. If you choose not to pay in full, you must complete and return the four (4) month Fall Semester Monthly Payment Plan form that will be mailed with your July billing statement. Failure to do so may result in the cancellation of classes. Students who register after June 27, 2003, will not be billed until August. If you register late, you will be required to pay all charges in full by the due date stated on the billing statement. You may submit cash or check payments. The University also accepts MasterCard, Visa, American Express and Discover.

The monthly payment plan allows you to divide your tuition costs into four manageable monthly payments. Since the monthly payment plan is not a loan, there is no interest or finance charge. However there is an application fee to participate. If payment is received after the due date stated on each monthly billing statement, a \$20 late payment fee will be assessed. People with past due balances or poor payment histories with the University may be denied participation in the payment plan. Students who are not on the monthly payment plan will be assessed a monthly finance charge of 18 percent APR if the balance is not paid in full by the due date on the billing statement. All past due balances must be paid before a student will be permitted to enroll for a new semester. Information regarding the payment the payment plan may also be found on the Office of Student Accounts website ([www/butler.edu/stuaccts](http://www.butler.edu/stuaccts)) in June 2003, contact the Office of Student Accounts (317) 940-9353, or visit their office in Jordan Hall 102.

Students who fail to attend class and/or pay their tuition, are not considered withdrawn from the course(s). Withdrawals must be made through the advisor or MBA Director.

Institutional Tuition Refund Schedule - Fall 2003

Contact the Office of Student Accounts for tuition refund schedule. Refunds will be processed only by the written request of the student.

Outside Billing. The University will bill a third party for tuition and miscellaneous fees provided 1) a voucher and/or written authorization is received by the student accounts office prior to the beginning of each semester and 2) payment will be made on or before the first day of the semester. The University will not bill any employer or third party who pay upon completion of the course(s). Any balance remaining unpaid on the first day of the semester, will be assessed a monthly finance charge of 18 percent APR. If the third party will not pay the finance charge, the student will be responsible for payment.

Unpaid Items. A student who is past due in any debt to the University is not permitted to register in any school or college of the University and is not entitled to an official transcript, grade report or diploma from the Office of Registration and Records until the indebtedness has been discharged. Any check presented to the University that fails to clear the bank, shall be subject to \$25 handling charge. If the check is for payment of a debt, it also will be considered as non-payment. Students may also be held responsible for reasonable collections fees, attorney fees and court costs without relief of evaluation and appraisement law to collect outstanding balances.