



# TUITION AND FEES

Tuition, fees, and other charges paid by the student cover approximately 80 percent of the educational costs at Butler University. The University provides the remaining funds through income from its endowment and gifts from foundations, business and industry, alumni, and friends. Tuition and fee levels are set by the Butler University Board of Trustees and are subject to change by action of the board.

The college year consists of two semesters and a summer school comprised of two summer sessions. The academic year includes the fall and the spring semesters. The unit of instruction is the semester hour, which normally signifies one recitation a week throughout a semester or an equivalent.

## Educational Costs 2013–2014

Tuition charges are based on the number of credit hours (with the exception of Pharm D.—6th year) and the college of enrollment. The rates are as follows:

### Undergraduate Tuition

#### COB, COE, JCA, LAS, CCOM

Full time (12–20 hours)	\$16,745/semester
1–11 hours	\$1,410/hr
Each hour above 20 hours	\$1,410/hr

#### College of Pharmacy and Health Sciences

Full-time (12–20 hrs)

##### Health Sciences

Health Sciences year 1 (pre-Health)	\$16,745/semester
Health Sciences year 2 (pre-Health)	\$16,745/semester
Health Sciences year 3 curriculum	\$18,060/semester
Health Sciences year 4 curriculum	\$18,060/semester

##### Pharmacy

Pharmacy year 1 (pre-Pharmacy)	\$16,745/semester
Pharmacy year 2 (pre-Pharmacy)	\$16,745/semester
Pharmacy year 3 (P1)	\$18,060/semester
Pharmacy year 4 (P2)	\$18,060/semester
Pharmacy year 5 (P3)	\$18,060/semester

Pharm.D. (6th year only) \$39,920/year  
1-20 hours is billed:

5% Summer I	\$2,000
5% Summer II	\$2,000
45% Fall	\$17,960
45% Spring	\$17,960

Each hour above 20 hours is \$1,510/hour  
1–11 hours\* \$1,510/hr

\*exception: Pharm D.—6th year

## Graduate Tuition

Tuition rate is based on college of enrollment:

Liberal Arts and Sciences	\$483/hr
MFA Creative Writing	\$700/hr
College of Education	\$483/hr
Jordan College of the Arts	\$483/hr
Pharmacy and Health Sciences	\$643/hr
PA Master's —	
Clinical Phase	\$517/hr
MBA	\$700/hr
MPA	\$700/hr

## Miscellaneous Fees

Full-time activity fee	\$144/semester
Health and Recreation	
Complex fee	\$295/semester
Applied music fee	\$275/credit hour
Welcome Week fee (first year student)*	\$145
Welcome Week fee (transfer student)*	\$100
New student registration fee*	\$100
Residence hall program fee	\$40/year
COPHS Mobile Comp. (P2, P3, PA3)	\$475/semester
COPHS Mobile Comp. (P1, PA1, PA2)	\$175/semester
COPHS Mobile Comp. Fee (P4)	\$150/semester
*one-time fee	
Student Health Insurance**	\$1,050 annual

\*\*May be waived by providing evidence of comparable health insurance coverage in an online insurance waiver process. For details, please visit [www.butler.edu/student-accounts](http://www.butler.edu/student-accounts).

## Room and Board Rates

### Ross Hall/Schwitzer Hall (9 month contract)

Triple/Quad Room	\$2,205/semester
Double Room	\$2,495/semester

Single Room	\$3,710/semester
<b>Residential College (Resco) (9 month contract)</b>	
Double Room	\$2,785/semester
Single Room	\$4,010/semester
<b>University Terrace (9 month contract)</b>	
Shared Room	\$3,240/semester
Single Room	\$3,825/semester
Studio Apartment, shared	\$3,000/semester
<b>Apartment Village (10 month contract)</b>	
Single Room	\$4,410/semester

#### Board Rates

All Access Plan	\$2,980/semester
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#### Commuter Meal Plans

75 Block Meal Plan plus \$315 Flex/semester	\$885/semester
50 Block Meal Plan plus \$450 Flex/semester	\$885/semester

The above charges do not include the cost of books, supplies, parking fee, or other incidental expenses students may incur during the course of the academic year.

## Educational Costs 2014–2015

Tuition and fees for the 2014–2015 academic year will be published in the Fall 2014 Schedule of Classes. This schedule will be available in (E-Bill) March 2014.

## Accept Financial Responsibility

Butler University policy requires all students to complete the Acceptance of Financial Responsibility process now accessible via [my.butler.edu](http://my.butler.edu) (located under the *Finance* section in the *Student Center*). Acceptance is required prior to enrollment each semester. The Acceptance of Financial Responsibility statement outlines the student's responsibility for paying all expenses incurred including any applicable penalties.

## Payment Terms

Students who register through the early registration process for fall 2013 will receive an electronic billing statement (E-Bill) July 10, 2013, for tuition, fees, room and board. (E-Bill notification is via student's Butler email address.) Payment is due in full Aug. 6, 2013 if the student is not enrolled in the Monthly

Payment Plan for fall 2013. Students not enrolled in the Monthly Payment Plan who have not paid in full by the first day of classes, will be assessed a monthly finance charge of 1.5 percent (18 percent APR). Course registration may also be cancelled. Students who register after their regular registration time frame will be required to pay all charges in full to receive grade or transcript information. If enrollment is added AFTER the term or semester has ended, the student must pay for the course(s) BEFORE grade and/or transcript information will be released from the University.

## Monthly Payment Plan Option

Butler University offers a payment plan that allows students and families to divide the semester charges (e.g. tuition, fees, room, board, etc.) into manageable monthly payments. There is a nominal participation fee of \$25 (four payments). Further information regarding the 2013–2014 payment plan is available at [www.butler.edu/student-accounts](http://www.butler.edu/student-accounts). Any scheduled payment-plan payment that is not received by the due date on the E-Bill will be assessed a late fee of \$40. Payment plans will be cancelled if two payment-plan payments are not received in full by the due date on the E-Bill. If the payment plan is cancelled due to late payment, the standard finance charge will accrue against the total outstanding balance. Students with past-due balances may also have classes cancelled. Individuals with past-due balances or poor payment histories with the University may be denied participation in the plan.

## E-Pay and E-Bill

The Office of Student Accounts implemented electronic billing (E-Bill) and electronic payment (E-Pay) in summer 2009. Please refer to the Office of Student Account's website at [www.butler.edu/student-accounts](http://www.butler.edu/student-accounts) for details. Payment is accepted electronically by check (no fee) or credit card. Credit card payments include a 2.75 percent non-refundable convenience fee. Master Card, Discover, American Express, and Visa are accepted. **Note:** The Office of Student Accounts also accepts paper checks, cash, and money orders for payment.

## Prepaid Tuition

The University provides a tuition prepayment plan, which guarantees a fixed tuition rate for all pre-paid semesters. The prepaid tuition rates are based on the first term in which the student participates in the prepaid program. This program applies only to students enrolled on a full-time basis in an undergraduate degree program or Pharm.D. during the fall and spring terms only. The pre-payment plan does not apply to graduate programs and does not apply to summer tuition charges. Please contact the Office of Student Accounts for contract and cost information.

## Federal Student Permissions

Federal regulations require that Butler University apply federal (Title IV) financial aid funds first to “allowable charges,” which are tuition, mandatory fees, and room and board charges contracted with Butler University. To apply any remaining federal funds to miscellaneous charges (e.g. bookstore charges, parking decal, health services charges, traffic fines, interest charges), the University is required to obtain student authorization. If authorization is not received before financial aid funds post to the student account, the federal Title IV funds will not be applied to miscellaneous charges. This may result in an outstanding balance on the student account, resulting in late fees and services restricted until the outstanding balance is paid in full. Students may grant permission for federal Title IV funds to pay miscellaneous charges by logging on to **my.butler.edu**. Navigation instructions are available at **www.butler.edu/student-accounts**. Once Federal Student Permission is granted, it continues to be valid for future years. The permission can only be revoked if the student submits a written request directly to the Office of Student Accounts.

## Tuition Refund Schedule

The official schedule is available at [www.butler.edu/student-accounts](http://www.butler.edu/student-accounts). Students should refer to the refund schedule prior to making any schedule changes. Also, it is critical for students receiving financial assistance, particularly the Higher Education Award and Freedom of Choice Grant to contact the Office of Financial Aid before changing enrollment.

## Withdrawals

Students who fail to attend class and/or pay tuition charges are NOT considered withdrawn from the course(s). Withdrawals must be made through the advisor or dean of the college in which the student is enrolled. All past-due balances must be paid before a student will be permitted to enroll for a new semester.

## Butler University Return of Funds Procedures

Federal regulations require that, as a part of an institution’s Return of Funds Policy, an office or offices must be designated as the point-of-contact for students to begin the withdrawal process. The designated office(s) must document the date the student withdraws or otherwise provides official notification to the institution of the intent to withdraw. The Office of Registration and Records is the designated office at which a student must withdraw. Official notification from the student must be in writing. The date of withdrawal will be utilized by the Office of Financial Aid in determining the amount of financial assistance which may be retained by the student, based upon the percentage of the enrollment period (semester) which the student completed to that point in time. In the case of a student who does not withdraw or otherwise notify Butler University of the intent to withdraw, the date used will be the mid-point of the payment period for which assistance was disbursed, unless the attendance records document an earlier or later date.

## Credit Balance Accounts

The Office of Student Accounts requires students to complete a refund request form to receive a refund check for a credit balance on the account. However, if the credit on the account is due to federal (Title IV) financial aid funds, the Office of Student Accounts will issue a check automatically. If the credit balance is due to a federal Parent Loan for Undergraduate Students (PLUS), the refund check will be issued in the name of the parent borrower and mailed to the address on file for the PLUS borrower. If the student is anticipating a credit balance, it is recommended that a refund request form be completed regardless of funding sources. Refund checks are issued weekly while classes are in session. Forms must

be submitted by end of day on Tuesday to receive a check on Friday. Refund checks are NOT issued when classes are not in session.

## Unpaid Items Charges

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 paid in full. Any check presented to the University that fails to clear the bank shall be subject to a non-refundable \$25 handling charge. If the check is for payment of a debt, it also will be considered as non-payment. Any E-Check transaction that is rejected by either banking institution will be charged a non-refundable returned E-Check fee of \$25. Students may be assessed reasonable collections fees, attorney fees and court costs without relief of evaluation and appraisalment law to collect outstanding balances. When a student is in possession of University property or owes a particular department for charges not applied to the student account, the department may call for a department-requested hold to be placed on a student's record. The hold prevents the release of University records and future enrollment. This hold is removed upon confirmation from the requesting department.

## Delinquent Bill Accounts

Students who have not met their financial obligations to Butler University will be refused grades, transcripts, and re-admission. Delinquent accounts will be charged interest on the unpaid balance. Accounts that remain delinquent will be assigned to a collection agency. All costs of collection will be the responsibility of the student. Interest charges and collection fees will be charged to the student account.

## Outside Billing

The University will bill a third party for tuition, room and board, and miscellaneous fees provided: 1) a voucher and/or written authorization is received by the Office of Student Accounts 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 pays 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 1.5 percent (18 percent APR). If the third party will not pay the finance charge, the student will be responsible for payment. Students will continue to receive a billing statement directly from Butler University until the account balance is paid in full. It is the responsibility of the student to contact the third-party payer to determine why a delay in payment has occurred.

## Business Services

**Check Cashing**—up to \$100 per day for enrolled students with a valid Butler I.D. during cashiering hours for the Office of Student Accounts. The University reserves the right to deny check-cashing privileges for students on financial hold or students with a history of returned checks with the University. The release of grades and/or transcripts will be prevented for any unpaid returned checks. Anyone with an unpaid returned check may lose check-cashing privileges.

**Money orders**—available for purchase with cash only up to a maximum of \$200 each for a \$2 fee. A valid Butler I.D. must be presented to purchase a money order.





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# FINANCIAL AID

Butler University offers a variety of financial aid programs based on academic excellence, performance ability, or the family's ability to contribute. Financial aid may be offered in the form of scholarships, grants, student loans, and on-campus employment. Funding for these programs is provided by federal, state, and Butler University resources. Students who are seeking the maximum amount of financial aid are encouraged to file the Free Application for Federal Student Aid (FAFSA) by March 1 each year; complete their financial aid file by May 1; and be registered for full-time enrollment by May 15.

Any application materials or documents for scholarships or financial aid submitted by the student and his or her family become the property of the University and a permanent record of the Office of Financial Aid. The Office of Financial Aid is responsible for compliance with University, federal, and state regulations and guidelines.

All information was correct at the time of publication. Changes to any program may occur without notice.

Our financial aid counselors will help you explore the options that are right for you. If you'd like to speak with a member of our staff, contact our office at (317) 940-8200, (877) 940-8200 toll free, or by email at [finaid@butler.edu](mailto:finaid@butler.edu). Forms and applications are available in the Office of Financial Aid and online at [www.butler.edu/financial-aid](http://www.butler.edu/financial-aid).

## Freshman Academic Scholarships

Recognizing the highest of academic achievements is the purpose of the Freshman Academic Scholarship Program. Butler University offers scholarships to entering freshmen that possess a strong high school academic record. Entering freshmen may be offered an academic scholarship based on a combination of ACT or SAT scores, high school performance, and academic major. All application material for admission must be received by Nov. 1 to receive maximum scholarship consideration. Complete applications for admission received after Nov. 1 will be given consideration for scholarship based on available funds and the quality of the application pool. The scholarships are

renewable for the standard length of the student's academic program or until a bachelor's degree is conferred, whichever comes first, provided the recipient maintains a minimum grade point average.

Continuing students may renew their academic scholarship each year by maintaining a 3.0 or better cumulative G.P.A. (not rounded). If a student does not meet the scholarship renewal criteria, the amount of the scholarship may be adjusted based on the student's cumulative G.P.A. Students may request reinstatement of the original amount of the scholarship upon meeting the required G.P.A. G.P.A.s are reviewed for renewal at the end of the spring semester. Please refer to the original award letter and acceptance form regarding the criteria specific to your award.

## JCA Audition Awards

Audition awards are based upon performance ability and artistic potential. Audition awards are offered after admission. An audition or interview is required. The awards are given toward tuition and may be renewed. Renewal of your talent award is determined by satisfactory academic progress toward a degree in the Jordan College of the Arts (JCA) and artistic achievement. Recipients are selected by the faculty of the Jordan College of the Arts and approved by the Office of Financial Aid. JCA awards may be renewed for an additional six consecutive semesters of enrollment, as long as the student upholds the standards outlined in the scholarship offer.

## Athletic Grant-In-Aid

Athletic Grant-in-Aid for men and women is offered through the Butler University Department of Athletics. Varying amounts for tuition, room or board may be offered, dependent upon athletic ability and the athletic program. Recipients are selected by the coach and approved by the Office of Financial Aid within compliance of NCAA-Division I regulations.



## Grants

Grants do not have to be paid back and are offered to students who demonstrate financial need and are enrolled full time as an undergraduate student pursuing their first bachelor's degree. The Free Application for Federal Student Aid (FAFSA) must be completed each year to determine eligibility for financial aid, such as the Butler Grant and the Federal Direct Loans.

### **Indiana State Grants (Frank O'Bannon Grant—Higher Education Award and Freedom of Choice Grant and Twenty-First Century Scholars)**

Dependent students, whose parents are residents of Indiana, and independent residents of Indiana, apply for financial aid from the Indiana Commission of Higher Education Division of Student Financial Aid by completing a FAFSA each year. Eligible students must be enrolled full time as an undergraduate student pursuing their first bachelor's degree. Due to limited funds, the FAFSA must be received on or before March 10 each year. Applications received after this date will not be considered.

### **Federal Pell Grant**

Undergraduate students pursuing their first bachelor's degree will be considered for the Federal Pell Grant by completing the FAFSA each year. Award amounts vary, depending on need and the number of hours for which the student is registered.

### **Butler Grant**

These awards are made based on financial aid eligibility as determined by the Free Application for Federal Student Aid (FAFSA) and the student's academic strength. Priority is given to students who file the FAFSA by March 1, complete their financial aid file by May 1, and who are enrolled full time for the fall semester by May 15 each year. These awards are not automatically renewed, so it is important to file the FAFSA annually. Butler Grants are available to full-time undergraduate students enrolled in coursework on the Butler campus and pursuing their first degree.

## Loans

Student-loan programs are available and we encourage students to consider what is involved when borrowing to meet educational expenses. Loans must be repaid, and loan levels must be managed carefully.

### **Federal Perkins Loan**

The Federal Perkins Loan is a low-interest (fixed five percent) federally funded loan administered by Butler University and may be part of the financial aid package. Very limited funds for this program are available each year. This loan is need-based and awarded to undergraduate students to meet financial aid eligibility. A promissory note must be signed for the loan, and repayment of principal and interest begins nine months after graduation.

### **Federal Direct Loan**

The Federal Direct Loan is a low-interest loan with eligibility based on financial information as reported on the FAFSA each year. The student must be accepted into a degree or aid-eligible certificate program and enrolled at least half time (six credit hours per semester undergraduate, four and one half hours per semester graduate). There are two components to the Federal Direct Loan Program—subsidized and unsubsidized. The terms and conditions of loans made under the unsubsidized Federal Direct Loan are identical to a subsidized Federal Direct Loan except the student is responsible for paying the interest or electing to capitalize the interest onto the loan for repayment after he or she graduates or is enrolled less than half time. The maximum a student can borrow per year as an undergraduate is \$3,500 as a freshman; \$4,500 as a sophomore; and \$5,500 as a third-, fourth- or fifth-year student; or \$8,500 at the graduate level. An additional \$2,000 is available to undergraduate students in the form of an unsubsidized loan. For current interest rates, go to [www.butler.edu/financial-aid](http://www.butler.edu/financial-aid).

## **Federal Direct PLUS Loan**

Parents who wish to borrow on behalf of the student and who do not have adverse credit history, may borrow up to the cost of attendance less financial aid received for the period of enrollment. Repayment begins within 60 days after the loan is fully disbursed. Deferment options may be available through the lender. For current interest rates, go to [www.butler.edu/financial-aid](http://www.butler.edu/financial-aid).

## **Private Education Loans**

These loan programs are specifically designed to provide students and their families with additional loan choices for their post-secondary education. Students must be credit ready/worthy and may borrow up to the cost of attendance less financial aid received for the period of enrollment. Private loans are based on the borrower's (and co-borrower's) credit and financial history. While we may recommend different programs, approval of any loan will be based on information each lender has obtained and their specific credit criteria. For specific details about the loan programs, go to [www.butler.edu/financial-aid/financing-options/education-loans](http://www.butler.edu/financial-aid/financing-options/education-loans).

## **Financial Aid and Study Abroad at Butler University**

Butler University is supportive of students who wish to include the study abroad experience in their education. Numerous opportunities for study abroad exist. For example, students studying on a true exchange program, such as the International Student Exchange Program (ISEP), will be able to apply all financial aid to the program costs. Actual award amounts will be available after the student has received a financial aid notification (FAN) for the semester abroad and after the Office of Financial Aid has received all documents necessary to complete the Statement of Financial Responsibility. As always, the amount of tuition-specific financial aid cannot exceed the cost of actual tuition charged.

Institutional policy allows students to use one-half (50 percent) of one semester's Butler University funds for their first semester of study abroad programs through non-exchange programs, such as IFSA. Students studying abroad for a second semester will be allowed to use 25 percent of one semester's Butler University funded awards. These awards include, but are not limited to: academic

scholarships, audition awards, Butler University grants, and endowed and departmental scholarships. The full amount of federal and state awards (i.e. Federal Pell Grant, Federal Direct Loans) may be used for the study abroad semester, depending upon the cost of the program.

In order to receive Butler University funds for study abroad programs, the student must complete one full academic year at Butler University prior to beginning the study abroad term.

## **Leave of Absence Policy**

Requests for a leave of absence without forfeiting merit aid must be made in writing and coordinated by the Office of Financial Aid prior to the start of the semester for which the leave is being requested.

A student may request a leave of absence for up to one year. Only one request for a leave of absence will be granted to a student. The request should be made for each individual semester of leave. Leaves can be for medical and personal reasons. Personal reasons do not include enrolling at another college or university. If, during an academic year, the student enrolls at another college or university, the award is forfeited even if the student re-enrolls at Butler at a later date.

## **Outside Scholarships**

According to federal regulations, scholarships received from donors outside of Butler University are considered to be a resource available to meet your financial aid eligibility. As a financial aid recipient, a student must report all outside scholarships from sources other than the federal, state and University programs. Please see our policy for treatment of outside scholarships at [www.butler.edu/financial-aid](http://www.butler.edu/financial-aid).

## **Satisfactory Academic Progress**

Federal regulations require that all student financial aid recipients make satisfactory academic progress toward achieving a certificate or degree. The standards apply to all terms regardless of whether or not the student received financial aid. The Satisfactory Academic Progress Standards can be found at [www.butler.edu/financial-aid](http://www.butler.edu/financial-aid). In addition, students must also meet the retention standards of the University as outlined in the Butler University Handbook.

## Special Circumstances

If a significant loss of income is projected resulting in circumstances that restrict your parents' ability to contribute to your education, please write a letter explaining the circumstances and the Office of Financial Aid will review your situation. Special circumstances are defined as situations that the family has minimal control over: death, disability, loss of income due to lay-off, and unemployment. Voluntary circumstances are not eligible for consideration. Such voluntary items would include: consumer debt, voluntary leave of employment, loss of income due to change in job or school attendance.

## Withdrawal

Before withdrawing from all classes, a student should visit the Office of Financial Aid. The University's refund policy is administered through the Office of Student Accounts. However, Federal law dictates that the refund of financial aid is calculated based on days of attendance (earned aid), which can result in a balance owed to the University or to financial aid programs.



A black and white photograph capturing a group of approximately eight students walking across a paved area in front of a modern building. The building's facade is composed of large glass panels and a light-colored concrete or stone section. The name of the building is inscribed on the concrete section. The students are dressed in casual attire, including t-shirts, button-down shirts, and jeans. Some are carrying backpacks. The scene is framed by the branches of trees in the upper left and right corners. The overall atmosphere is that of a busy university campus.

Dorothy and Edward Gallahue Science Hall