

PAYMENT

TUITION AND FEES

Tuition and fees are due by the second Friday of the term. Payment may be made online with Visa, Discover or MasterCard; or in person with cash, check, Visa, Discover or MasterCard. Students who cannot meet this deadline should apply for a tuition payment plan through Enrollment Services by the tuition deadline. A tuition payment plan does not relieve the student of an obligation to meet registration and/or withdrawal (drop) deadlines for refund purposes.

Payment of the stipulated tuition and fees entitles all registered credit students, full-time or part-time, to all services maintained by the College. These services include use of the Library, Tutoring Center, laboratories and equipment in connection with courses for which the students are registered, access to the student newspaper and admission to special events sponsored by the College. No reduction in tuition and fees is made for students who do not intend to use these services.

The College reserves the right to make changes in tuition and fees without notice; however, any changes made during a term will not become effective until the next term. Courses with unusually high costs may include fees higher than the normal rate.

TUITION PAYMENT PLAN

A tuition payment plan is available in Enrollment Services at Boyle Education Center, for students registered in six or more credits. To initiate a payment plan, students must complete a contract and pay \$30 plus one-third of tuition and fees by the tuition due date. The balance will be due by 5 p.m. on Friday of the seventh week of the term; by August 11 for Summer term; by November 9 for Fall term; by February 23 for Winter term and by May 18 for Spring term. A \$50 late fee is charged for payments made after the deadline.

TUITION FOR CREDIT COURSES

FOR 2016-2017

In-district	\$95 per credit hour
Non-resident Veteran	\$112.50 per credit hour
Out-of-district/In-state	\$130 per credit hour
Border state (CA, ID, NV and WA)	\$130 per credit hour
Out-of-state	\$266 per credit hour
International	\$266 per credit hour
Audit	same as for credit

(CA, ID, NV and WA residents are charged out-of-district tuition)

Check the COCC credit class schedule for courses that require additional fees. There are program fees in the following areas: automotive, aviation, career planning, culinary, dental assisting, emergency medical services, forestry, health and human performance, health information technology, manufacturing, massage therapy, medical assisting, nursing, outdoor leadership, pharmacy technician, structural fire science, veterinary technician and all online courses.

Full time: For the purposes of financial aid, veterans, social security and other benefit programs, 12 credits is considered full-time.

Fees for students enrolled in credit courses

Student Activities fee	\$1.50 per credit
Technology fee	\$6 per credit
Green Energy fee	25¢ per credit
Online course fee (applies to online courses only)	\$10 per credit
Science lab fee	\$12 per course
Optional Mazama Gym user fee (per term)	\$20
Late registration (after the second week of class)	\$30 per transaction
Late-late registration (after exam rosters are run)	\$50 per transaction
Late tuition and fee payment—each week after deadline	\$30
up to three weeks maximum	\$90

Fees for other courses

English Language Learning (ELL) classes	\$20
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NSF CHECKS

If a payment is made with a check that is returned to the College due to insufficient funds, the student’s account will be charged a \$20 returned check fee. Additionally, the student (or payer) will be required to pay tuition and fees with cash for one year.

COLLECTIONS POLICY

If a student fails to pay his/her tuition, fees, or other charges by the end of the term, the balance due amount may be turned over to the Oregon Department of Revenue (ODR) for collections. At that time, a collections fee will be applied to the student’s account and the student may make payment(s) directly to the ODR or to the College. Once payment is received in full, the student will be allowed to register for courses and order official transcripts.

TUITION REFUNDS FOR CREDIT COURSES

To qualify for a refund, the student is responsible for initiating a course drop in Admissions and Records by 5 p.m. on the deadline day; see the inside front cover of this publication for drop deadlines. Drop deadline dates are also posted on the student’s “Student Detail Schedule,” which is available by logging into the student’s Bobcat Web Account. Any debt owed to the College will be processed against the refund first, with the net balance remitted to the student within a reasonable processing period.

Students may select a refund method via the Bobcat Web Account. Students select direct deposit into an existing bank account, direct deposit to a cashback Discover checking account, or paper check sent through USPS to the mailing address on file at Central Oregon Community College. If a student does not select a refund method the refund will be processed by paper check.

Short-term course refunds

To receive a tuition refund for courses with only one, two or three class meetings, students must submit a drop form at least seven days before the course begins.

For courses that have four or more class meetings, but do not span the full term, tuition is refundable up to the beginning of the second class meeting. Some specially priced courses do not follow this policy.

Short-term course drops must be submitted Monday-Friday, excluding holidays. Otherwise, there is no refund. See the short term class refund and drop schedule online at cocc.edu in the academic calendar under important dates.

Full-term course refunds

Tuition is refundable up to 5 p.m. on Friday of the second week of the term. No portion of the tuition is refundable after this date. Students who fail to drop a course by this deadline will be responsible for tuition payment.

Students with federal financial aid may owe a repayment if they completely withdraw from courses. See the Financial Aid section for details.

Petitions

In cases of exceptional circumstance, students can request an exception to a published academic policy by submitting the Student Petition form. Such policies may include but are not limited to late drop or withdrawal, late add, refund/waiver of tuition/fees after the published deadline, refund/waiver of late payment or late registration fees, changing to or from an audit and course substitution and/or transfer policies. Students must submit the form and include documentary evidence to support the request if applicable. Each case is decided upon its own merits and the decision of the petition committee is final and not subject to appeal, unless there is information pertinent to the outcome which was not submitted at the time of the initial request. Convenience or lack of familiarity with published policy does not constitute sufficient justification for a petition. The Student Petition form, including instructions on how to complete it, is available in Enrollment Services on all COCC campuses. Please call 541.383.7500 for more information.

