

A STATEMENT OF EXPENSES

For a College Education at MILES COLLEGE

2009-2010

IN DETERMINING THE COST of an education at Miles College, the Administration has maintained the large items of expense - tuition, meals and room - at the lowest possible figures consistent with satisfactory service.

In estimating the total cost of a college year at Miles, the student should not forget to include sums for books and supplies, personal items, clothing, travel, dental and medical expenses other than clinical services provided by the College.

The College reserves the right to increase charges for tuition and living expenses if costs of materials and services make it necessary.

PAYMENT OF FEES

The total cost of each semester of the 2009-2010 school years is outlined below. Students and parents should pay special attention to the description of these items on pages 2-4. In cases where parents, guardians, or students are unable to pay the total amount of fees due at the beginning of each semester, a payment plan is available for a non-refundable fee of \$25.00 per semester. Application for this deferred payment plan must be received by the College on or before August 15, along with the initial payment.

Remittances should be sent by Cashier's Check or Money Order made payable to Miles College and addressed to the Business Office. All payments should be clearly marked with the student's name and student number. **MONEY MAILED FOR PERSONAL USE, BOOKS, SUPPLIES, ETC., SHOULD BE MADE PAYABLE TO THE STUDENT AND MAILED DIRECTLY TO THE STUDENT.**

FINANCIAL AID: Students who receive financial aid from the College may deduct one-half of the total aid received for the expenses each semester. All other scholarships, loans and gifts will be applied to the student's account when received by the College.

STATEMENT OF EXPENSES FOR SCHOOL YEAR 2009-2010

Basic Charges	Per Semester	Per Year
Boarding Students		
Tuition	\$4,253.00	\$8,506.00
Room Pitts/Murchison Halls	1180.00	2,360.00
Room Bass Hall/NMD	1,750.00	3,500.00
Campus Apartments	varies	varies
Board	1,250.00	2,500.00
Comprehensive Fee	329.00	658.00
TOTAL Pitts/Murchison Halls	\$7,078.00	\$14,174.00
TOTAL Bass/NMD	\$7,657.00	\$15,314.00
TOTAL OFF Campus Apartments*	\$ VARIES	\$ VARIES
* (No Board)		
Non-Boarding Students		
Tuition	\$4,253.00	\$8,506.00
Comprehensive Fee	329.00	658.00
TOTAL	\$4,253.00	\$9,164.00

REFUNDS

REFUND OF TUITION AND FEES: Refund for students withdrawing from the College for any reason will be made in accordance with the scale listed below. The application, comprehensive and the deposit fee are Non-refundable Fees.

Fall and Spring Semester:

TUITION

Withdrawal within the first week	75%
Withdrawal within the second week	50%
Withdrawal within the third week	25%
Withdrawal after the third week	0%

NOTE: The official end of late registration is also the end of the drop period for financial adjustments for students not withdrawing from school. Refunds due from student Aid will be processed two weeks following the end of the drop period.

REFUND OF MEAL AND ROOM CHARGES: Any student dismissed or withdrawing with the approval of the appropriate Dean from a dormitory may have refunded to him/her the unused portion of the amount paid for meals. There will be no refund for the amount paid for room.

**** The College's Refund Policy is subject to change to conform with the United States Department of Education Refund Regulations.**

EXPLANATION OF FEES

ORIENTATION FEE: The incoming applicant, to include those who apply for Admissions to the Business Management and Criminal Justice Programs, is required to pay a non-refundable Orientation Fee of \$160.00 after he/she has been admitted to the college. This fee is a service charge covering supplies, paraphernalia, and activities associated with Orientation. Students who have been previously enrolled (Re-Admits – students who have not enrolled for 2 consecutive semesters) and Transient Students are not required to pay the Orientation Fee, but are required to submit a \$25.00 Re-Admit or Transient Fee.

USAGE FEE: Residence students will be charged a usage fee of \$30.00 per semester for refrigerators and microwaves.

MISCELLANEOUS FEES:

Automobile Registration	\$35.00
Replacement of Identification Card	25.00

LATE REGISTRATION: All students who fail to complete registration on the designated date at the beginning of a semester will be charged a \$100.00. Late Registration Fee (Late Registration begins the first day of Classes).

TUITION: The tuition charge will be based on courses each student is registered for on the last day for adding courses. After this date, there will be no cancellation for tuition charges for students still enrolled.

COMPREHENSIVE FEE: A comprehensive fee of \$286.00 per semester is required for all regular students. The fee supports the Student Center, health services, student activities and library. The comprehensive fee is not refundable.

LABORATORY FEES: Fees are charged based upon the class.

BOOKS AND SUPPLIES: All students are expected to purchase the textbooks required for the courses in which they are enrolled. Depending upon the course selected, the expenses for books will vary from \$400 to about \$550 per semester.

UNIFORMS: Students enrolled in the ROTC Programs are furnished uniforms on loan by the United States Army or Air Force. Losses and shortages occurring during the training period will be charged to the student's account.

SPECIAL EXAMINATION FEE: The application fee for the administration of the examination will be \$25.00.

STUDENT GROUP INSURANCE: Accidental Insurance is required for all students either through the

College or through personal coverage. Individuals who have personal coverage through other sources other than the College must present proof of this coverage at the time of registration. A copy of the personal insurance card, with the identification number and the sponsor's name, must be presented to the Business Office at registration. The cost of insurance is \$75.00 per semester.

AUDITOR'S FEE: The privilege of auditing courses will be extended to any student in good standing with the consent of the Dean of Academic Affairs and the chairman of the department concerned. Persons desiring to audit courses are required to register and pay a fee of \$286.00 per course, plus \$25.00 administrative fees.

HOUSING APPLICATION FEE: At the time of initial enrollment, each student who is assigned a dorm room or apartment will be charged a non-refundable Housing Application Fee of \$150.00. This fee must be paid on or before enrollment or before moving into the residence hall/apartment.

ROOM RESERVATION DEPOSIT: Housing contracts are for a period of one year. Students who anticipate residing in Campus housing for the next academic year must submit a Security Deposit of \$100.00 by May 1 to secure housing for the next academic year. This security deposit will be credited to the student's tuition account for the fall semester. The cost for single occupancy (private room in Pitts or Murchison Hall), if available, is \$2,360.00 per semester.

Residence halls officially open and close on the dates stated in the college calendar. Residence fees and meal charges cover only the periods when the halls are officially open. During the Thanksgiving Holidays, special housing may be secured by written permission, in advance, from the Dean of Student Affairs. (A fee will apply.)

MEALS AND ROOM: Meals are served cafeteria style in the College Cafeteria. All on-campus residents will be charged a term of two semesters. The charge for meals will be made to each resident on a semester basis of \$1,250.00 for the first semester and \$1,250.00 for the second semester. The meal plan is required for all resident students; however, Off-Campus apartment residents will not automatically be charged for meals. Off-Campus applicants have the option of paying for the meal plan. All Murchison/Pitts Hall residents will be charged for rooms at the rate of \$2,360.00 for a term of two semesters. The charge will be made in installments of \$1,180.00 the first semester and \$1,180.00 the second semester. NMD/Bass Hall residents will be charged for rooms at the rate of \$3,500.00. The charge will be made in installments of \$1,750.00 the first semester and \$1,750.00 the second semester. Residents applying for Off-Campus based apartments/housing will be charged at a rate designated by the Office of Business Affairs.

If a student receives a key and/or moves into a room for at least one day during the first month of a semester, the total charges for room, as indicated, must be paid.

All on-campus students are required to sign a housing contract with the Coordinator of Student Housing. Students residing in Off-Campus based apartments/housing must sign a lease agreement with the Office of Business Affairs.

TRANSCRIPT FEE: No charge is made for the first transcript issued after graduation (within one year). For each additional transcript, a charge of \$10.00 will be made.

GRADUATION FEE: The following charges will be made for graduation:

Bachelor's Degree (including rental of cap and gown)	\$235.00
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The graduation is due one month before the date of graduation.