



Balances are due in full either by payment or approved payment plan by:

Fall 2023: July 31, 2023
Spring 2024: January 2, 2024
Summer 2024: First day of class

All University of Mobile students are financially responsible for charges pursuant to UM policies. Student Self-Service, umobile.edu/selfservice, is the place to view account activity, make payments, set up payment plans, and authorize others responsible for payment to access your account.

The university is advancing educational services expressly conditioned upon the agreement to pay institutional costs including, but not limited to, tuition, fees, housing, meal plans, and any additional related costs, when those charges become due. Payment plans must be renewed each semester.

*See reverse for important account payment information and refund policy.

TUITION, PER SEMESTER

Table with 2 columns: Tuition description and Amount. Includes rows for Tuition per credit hour, Summer tuition, Comprehensive fee, and New Student and Transfer Orientation fee.

UNIVERSITY ROOM AND BOARD

Table with 2 columns: Room/Board description and Amount. Includes rows for Room (Fall and Spring, Summer) and Fall and Spring Meals.

ALABAMA SCHOOL OF THE ARTS FEES

Table with 2 columns: Arts fee description and Amount. Includes rows for MUA Courses, Music, Theater, Worship Leadership, Technical Arts, and Recital fees.

COLLEGE OF ARTS AND SCIENCES FEES

Table with 2 columns: Arts and Sciences fee description and Amount. Includes rows for Military Science, Science Laboratory, DISL Recording, and Visual Arts.

COLLEGE OF HEALTH PROFESSIONS FEES

Table with 2 columns: Health Professions fee description and Amount. Includes rows for School of Health and Sports Science and School of Nursing.

SCHOOL OF BUSINESS FEES

Table with 2 columns: Business fee description and Amount. Includes rows for School of Business BA and FI courses.

SCHOOL OF EDUCATION FEES

Table with 2 columns: Education fee description and Amount. Includes rows for Teacher Education (CSE, TE, EE) courses.

GENERAL FEES

Table with 2 columns: General fee description and Amount. Includes rows for Audit, Directed Study, Study Abroad, Application, Challenge exam, Testing, CLEP/AP, Late Payment, Replacement Key, ID Replacement, Returned Check, Graduation, Late Graduation, Replacement Diploma, Transcript, ACT, and Acadeum Consortium.

UNIVERSITY POLICY CONCERNING PAYMENT OF TUITION, FEES AND OTHER CHARGES

Fall Spring and Summer

A non-refundable down payment of \$250 is required of new students (\$125 for returning students) at registration. The registration down payment is waived for students covered 100% by financial aid.

A \$250 non-refundable housing down payment IS REQUIRED before a dorm will be assigned to a student. The housing down payment is due at the time of registration or room reservation, whichever occurs first. The University accepts cash, personal checks, money orders, VISA, Mastercard, and Discover. A convenience fee of 2.85% (\$3 minimum) will be charged for all credit card payments. There is no fee for check or e-check payments.

Consequences of Non-payment

The University has the right to remove students from class, student housing and suspend campus card privileges for non-payment of past due accounts.

Failure to pay on or before the due date will incur a \$110.00 Deferred Option Fee per month.

Financial accounts must be paid in full to:

Receive grades, pursue courses officially, receive a degree, receive a transcript of credits, register for another term, or take final exams.

Payment Plans

Fall Term

5 Installment Plans - begin July 5 ends Nov. 5

4 Installment Plans - begin Aug. 5 ends Nov. 5

Spring Term

5 Installment Plans - begin Dec. 5 ends April 5

4 Installment Plans - begin Jan. 5 ends April 5

You must sign up for the plan and be up-to-date on your payments before the Balance Due Payable in Full date to avoid the Deferred Option Fee.

For more information, see umobile.edu/selfservice

DROP/ADD POLICIES

When a student drops a class, the official drop date from which all claims for deductions and refunds will be computed is the date on the official drop form signed by the Business Office.

The Fall, Spring, and Summer semesters consist of one full term and several terms within the full term that begin and end at different times within the full term. Refunds for drops will be processed as follows:

Fall and Spring Term I Courses

• IF A COURSE IS DROPPED AFTER THE FIRST TWO WEEKS OF THE TERM, NO REFUND OF CHARGES WILL BE MADE AND ADDITIONAL TUITION WILL BE ASSESSED FOR COURSES ADDED.

- Each change in schedule is considered a separate transaction and previous transactions will have no bearing on the calculation of charges.
- All charges for drops processed after the end of the official drop and add period (the first two weeks of the term) must be paid in the Business Office before the transaction is complete.

Fall and Spring Term I Evening Courses and Summer Term V

• Courses dropped after the third class meeting will receive no tuition/fee refund.

Fall and Spring Terms II, III

• Courses dropped after the 8th calendar day will receive no tuition/fee refund.

Summer Terms I, II, III

• Courses dropped after the third class meeting will receive no tuition/fee refund.

Summer Terms IV

• Courses dropped after the 8th calendar day will receive no tuition/fee refund.

Summer Terms VI and VII

• Courses dropped after the second class meeting will receive no tuition/fee refund.

WITHDRAWAL/REFUND POLICY

A student is withdrawing when the student wishes to stop attendance in all courses before the term is complete. Withdrawal refunds are outlined in the University of Mobile catalog. **All withdrawals must be submitted to the Business Office.** Refunds of charges will be calculated from the first date of classes to the last date of attendance or date of official withdrawal. Withdrawal refunds for mini-term/modular format periods follow the drop refund policy on a course-by-course basis: After the 8th calendar day there is no refund of charges.

All other students will have their refunds calculated at the following rates. All refunds will be less an administrative fee equal to 5% of the tuition, fees, board, and other charges assessed the student with a minimum fee of \$50 and a maximum fee of \$100.

All Terms

Percentage of Refund

On or before first day of class.....	100%
Calendar Day 2 to first 10% of enrollment period.....	90%
Between first 10% of enrollment period and first 25% of enrollment period.....	50%
Between first 25% of enrollment period and first 50% of enrollment period.....	25%
After first 50% of enrollment period.....	None

Whenever students are required to withdraw from the University because of unsatisfactory conduct or scholarship, no refund will be made except for refunds due for federal financial assistance. No refunds will be made for any scholarship funds controlled and/or granted by the University.

Adjustments for federal financial aid will be made according to federal law. The amount of federal financial aid that a student earns is based on the percentage of attendance. A student must attend 60% of the term in order to earn 100% of federal financial aid, even if the University has already applied 100% of the financial aid to the account. Student accounts will be adjusted for any repayment of federal financial aid the University is required to make on behalf of the student.

Students move into the residence hall for the entire semester. In order to be eligible for any reduction in food charges, the student must present an official notification to the Residential Life Office. In such cases refunds will be made in the same manner as for tuition refunds. The first day of classes will be considered the first day for board refunds. **Room charges are non-refundable. Commuter meal plans are non-refundable after the first two weeks.**

IMPORTANT DATES TO REMEMBER*

Fall Term I, 2023 Aug. 14 – Dec. 7
Payment Plan or Balance Due Paid in Full..... July 31
Drop/Add processed (full-term courses):
No tuition/fees refunded after..... Aug. 25

Spring Term I, 2024 Jan. 8 – May 2
Payment Plan or Balance Due Paid in Full..... Jan. 2
Drop/Add processed (full-term courses):
No tuition/fees refunded after..... Jan. 22

*Students should refer to the Course Schedule for beginning and ending dates of their particular classes.

BOOKSTORE CHARGES

If you are registered, have your financial aid package complete and have enough financial aid to cover all of your charges plus books for the term. You will be able to use excess aid to purchase books.