

CHARGES AND FEES

2009-11 Fees

Application Fee	\$25
Deposit (nonrefundable) to be applied toward tuition and payable at the time of acceptance	\$50
Student Activity Fee	\$40/semester
Technology Fee	\$50/semester
Tuition (Fall, Spring Semesters)	
(Enrolled for 1-11 credits/semester)	\$498/credit hr
(Enrolled for 12+ credits/semester)	\$447/credit hr
Summer Term, January Term, Clinical Pastoral Education (CPE)	\$498/credit hr
Thesis Extension	\$498/semester
Audit Course Fees:	
Regular Audit	\$249/credit hr
Alumni Audit	\$200/course ¹
Senior Citizen Audit (age 65 and over)	\$200/course ¹
Continuing Education Units (CEUs)	\$230/credit hr
Graduation Fee	\$100
Late Registration Fee	\$40
Fee for Dropping a Course after Drop/Add Period	\$25
Late Payment Fee	\$125
Student Health Insurance Plan	\$248 (single) ²
(required of all students who do not provide evidence of being similarly insured.)	
	\$505 for spouse under age 30 ²
	\$739 for spouse age 30 and over ²
	\$505 for each child ²

(Student Health Insurance Plan for International Students negotiated on individual basis.)

¹ One course per semester can be taken at this rate.

² Estimated annual cost (for 7/2009).

Charges effective Summer term 2009 and subject to change.

Charges and fees are due and payable prior to the beginning of classes for each semester.

REFUND POLICY

REFUND POLICY

The engagement of faculty and contracts for services represent fixed costs to which the Seminary must obligate itself in advance for an entire academic year. Moravian Seminary recognizes, however, that a student who finds it necessary to withdraw early in a term suffers a heavy financial loss.

The following refund policy reflects the Seminary's willingness to share that loss with the student.

1. Tuition and Other Fees

If a student withdraws from the Seminary or decreases the number of credit hours within the 60% point of the semester, charges will be adjusted according to the following schedule.

- On or before the first day of class:
100% of tuition and other fees will be cancelled.
- After the first day of class but within the 60% point of the semester:
Tuition and other fees will be adjusted based on the number of calendar days remaining in the semester.
- After the 60% point of the semester:
No adjustment is made in tuition and other fees.

A full-time student (12-16 credit hours/semester) who drops below 12 credit hours in a semester will be billed at the part-time tuition rate. If a student changes from credit to audit status at any time after the drop/add period, no refund will be issued.

2. Financial Aid

Because financial aid is expected to help meet educational costs, any tuition and fee adjustment up to the amount of financial aid received will be calculated and reimbursed to the source of the aid, such as federal, state or institutional aid programs. Normally, the amount returned to each source will be proportional to the amount received, unless federal, state or other guidelines direct differently.

Moravian Theological Seminary follows the federal guidelines for the return of Title IV funds (Stafford Loans). The priority for return of financial aid is as follows:

1. Unsubsidized Federal Stafford Loans
2. Subsidized Federal Stafford Loans
3. Federal PLUS Loans
4. Other federal or state financial aid, as required
5. Institutional aid
6. Other funds as required

A student may be eligible to be reimbursed a portion of the amount paid after all Federal Title IV funds and other financial aid programs are reimbursed as required, and all outstanding balances with the Seminary have been cleared. Private or alternative loans borrowed by or for the student, if any, are included with the student reimbursement amount.

Notes on Refund Policy

- The withdrawal date is the date on which the Seminary office receives official notice in writing that the student has withdrawn or the date on which the Seminary Registrar determines that the student has withdrawn, whichever is earlier.
- A student who is required to withdraw for disciplinary reasons is not eligible for an institutional refund.
- Dropping out of some, but not all classes is not considered a withdrawal, though adjustments to financial aid may be required depending on circumstances.
- If funds are released to a student because of a credit balance on the student's account, prior to a student's withdrawal or change in registration status, the student may be required to refund some federal loan money.
- Refunds will be determined, processed and paid 30 calendar days after the date of withdrawal.

Questions about the Seminary's refund policy and its application to particular cases may be addressed to Susan O'Hare, Bursar. Appeals concerning the application of this policy may be made in writing to Dennis A. Domchek, Vice President for Administration, Colonial Hall, for final determination (1200 Main St., Bethlehem, PA 18018).