



Tuition and Fees For Graduate Study



Mount Mary College Tuition and Fees for Graduate Study 2011 – 2012

For additional information about enrolling at the graduate level, please contact the Mount Mary College Office for Graduate Education at 414-256-1252 or gradinfo@mtmary.edu. Also, check out www.mtmary.edu for further details about Mount Mary College in Milwaukee.

Mount Mary College reserves the right to make adjustments in costs without advance notice. Tuition, room and board reflect charges in effect at the time of publication for the 2011-2012 academic year.

2011 – 2012 Tuition

Tuition for courses per graduate credit hour, year-round (including summer sessions), except as noted.

Art Therapy	\$615
Art Therapy (Professional Doctorate)	\$795
Business Administration	\$545
Counseling	\$615
Dietetics	\$580
Education	\$580*
Education (Waldorf Education only)	\$450
English	\$615
Gerontology (current students)	\$615
Occupational Therapy	\$615
Continuing Registration (per semester)	\$615
Dietetics Internship Fee (total) (assessed in addition to tuition for DTS 602 and DTS 604)	\$450

*Education offers a special reduced summer session rate. Refer to <http://www.mtmary.edu/summerschool.htm> for more information.

Tuition Reductions and Discounts

All tuition reductions and discounts are calculated using the current regular tuition rate per credit. Summer school courses are excluded from tuition reductions and discounts. Reductions and discounts cannot be combined. Special tuition schedules are as follows.

- **Individuals holding baccalaureate degrees from Mount Mary College:** 50% tuition discount on undergraduate courses, with a maximum of four credits each semester.
- **Senior citizens (62 and over):** 50% tuition discount, with a maximum of four credits each semester.
- **School Sisters of Notre Dame:** No tuition charge for a maximum of eight graduate or undergraduate credits per semester, or six graduate or undergraduate credits during a summer session. (Note: this waiver does not apply to independent study, thesis credits, private lessons, course supplies and course fees.)

Required Fees (Non-Refundable)

General Fee

The general fee includes counseling services (academic and personal); disability services; career services and advising (mock interviews, resume writing workshops, interest inventories); parking pass; e-mail account; attendance at athletic, campus ministry and student activities events; and use of the academic resource center, library, computer lab/printers, fitness center and swimming pool.

General Fee per Semester

0-5 Credits	\$100
6 or More Credits	\$200

Application Fee

(waived for Mount Mary College alumnae) \$45

Reactivation Fee

\$75

Graduation Fee

\$100

Late Registration Fee

\$50

Tuition for Undergraduate

\$675

Prerequisite Courses, per Credit

Thesis Binding Fee

\$70

Specific Academic Department Fees

The following is an overview of typical special fee assessments. It is not a comprehensive list, and fees other than those listed may apply.

Liability Insurance

- Applies to Occupational Therapy, Dietetics, Art Therapy, Social Work and Interior Design, per semester: \$85
- Other professional liability insurance fees may apply as required by department.

Other specific courses may have lab fees which vary in amount.

Background Check Fee: Varies. Certain courses will require a background check based on state caregiver law for students in practica, internships or fieldwork placement.

Special Purpose Fees

Transcripts

National Student Clearinghouse, available online at <http://www.mtmary.edu/registraroffice.htm>

- Normal service via web, each: \$7.25
- Transcript plus teaching credentials via web, each: \$9.25
- Counter service at Mount Mary College/ immediate service, each: \$15

Enrollment Verification

National Student Clearinghouse, available online at <http://www.mtmary.edu/registraroffice.htm>.
Immediate service via web, each: free

Fee for handling checks returned by bank: \$50

Late fees charged to past due accounts: \$50/month

Tuition/Fees Payments

Mount Mary College provides two options for payment of tuition:

- Payment in full by the due date on invoice. Cash or check accepted in the Business Office. Credit card or e-check accepted online through <https://my.mtmary.edu/ICS/>. (Log into My Mount Mary and then click on the blue "Finances" tab.)
- Enrollment in the payment plan. A sign-up fee is required (\$50 per semester).

Payment plans must be arranged with the Mount Mary College Business Office at 414-256-0165 within two weeks after receiving a tuition invoice.

Each semester's invoice must be cleared one month prior to the end of the semester. A student may not register for a subsequent semester nor occupy a room in the residence hall until all past-due invoices are paid. A student who is delinquent in tuition/fee payments (including library and parking fines, etc.) is not entitled to grades, credits, transcripts, a diploma or participation in graduation exercises.

Room and Board Information

Mount Mary's residence hall, Caroline Hall, offers single and double occupancy rooms with and without private bathrooms, and suite accommodations with shared bathrooms. Each of the three floors has a mini computer center, kitchen, and communal living room, including a television with cable TV. Wireless internet is available throughout the residence hall.

Residents are provided with a bed, dresser, desk, desk chair, and ample closet space. Each room is also equipped with a MicroFridge, a connection for local telephone service, and local cable service.

Once a student is accepted to Mount Mary College, an application for student housing can be filed with the Admission Office. A \$100 housing security deposit should accompany the housing application. Contracts cover the entire academic year (exceptions are made for mid-year graduates and new spring students). An additional \$45 per year activity fee is due prior to room occupancy, and covers hall programming and improvements. Specific details and the housing application are available online at <http://mtmary.edu/residencelife.htm>.

All full-time traditional first year students who are not living at home with parents or immediate relatives must reside in college housing.

Room and Meal Plan

Price includes room accommodations and all meals within the student selected meal plan.

	Per Semester
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Students can choose between four meal plans, each offering a different combination of number of meals served and "Munch Money." Please refer to www.mtmarydining.com/plans.html for more details.

Health Insurance

The college requires every residence hall and international student to have health insurance. Resident students must provide proof of insurance in order to live in Caroline Hall. Proof of health insurance must be submitted no later than August 15 for the fall semester and January 15 for the spring semester.

Students who are not covered by a current health insurance program can secure information about purchasing health insurance through the Student Affairs Office at (414) 256-1220 or online at <http://www.mtmary.edu/health.htm>.

Refunds

Full Semester Programs

All withdrawals must be done through the Associate Dean for Academic Affairs, the Associate Dean for Graduate Education, or the Vice President for Academic and Student Affairs.

Students will receive refunds for tuition according to the following schedule, based on the date of official withdrawal. The tuition deposit of \$200 for new students (including transfer students) is non-refundable.

Note: In cases where a student has received federal financial aid, Mount Mary may be required to follow the federal refund calculation. In addition, a student who received aid may be required to return that aid to the provider.

A student requesting withdrawal from a summer session is obligated to pay according to a scale based on the percentage of class hours elapsed at the time of authorized withdrawal.

Accelerated Programs

The schedule for tuition refunds for an accelerated program varies according to whether a course meets for four weeks, eight weeks or sixteen weeks.

Refunds - Accelerated Programs (con.)

- **Four-Week Course**

If dropped prior to start of the course	100%
If dropped prior to second class session	50%
Thereafter	None

(Note: the student *must* drop the class if the first class is missed.)
- **Eight-Week Course**

If dropped prior to second class session	100%
If dropped prior to third class session	50%
Thereafter	None
- **Sixteen-Week Course**

Same as the full semester refund policy

Room and Board

Room and board charges are refundable when a student withdraws from the college based on the schedule for tuition refunds for regular programs.

If a student decides not to live in the residence hall after submitting an application and security deposit, cancellation must be stated in writing to the Office of Residence Life. The postmark date of a letter requesting cancellation will be considered the cancellation request date. The date of receipt will be used for cancellation letters that are hand delivered personally to the Office of Residence Life. For residents with current housing contracts, the \$100 security deposit will be refunded only if the cancellation request form is received prior to June 15 for the fall semester and December 1 for the spring semester. For new residents, the \$100 security deposit will be refunded according to the full semester program refund schedule indicated in this document.

Security deposits will be returned (if warranted) to current students who leave Caroline Hall. In-person requests for cancellation must be made to the Office of Residence Life and a contract cancellation form must be completed. The room security deposit is returned minus deductions for property damage, unusual cleaning charges, assessed fines, or outstanding fees, or the deposit will be transferred toward the next year's residence. If the student has a balance due to the college, the security deposit will not be refunded until the student's account is paid in full. Forfeiture of the deposit will be automatic if the student leaves during the semester, after the assigned invoices for the new period have gone out, or if dismissed. For additional room cancellation information, please refer to the Housing Contract available online at <http://www.mtmary.edu/residencelife.htm>.

Accelerated Students

Definition of accelerated student status

Part-time or full-time student status for accelerated students is based upon the semester credit load total, not a single term total. Terms 1 and 2 are a subset of the fall semester, and Terms 3 and 4 are a subset of the spring semester. For example, Term 1 credits + Term 2 credits = total fall semester credits.

To be considered part-time, graduate accelerated students cannot exceed 5 credits in a semester, and undergraduate accelerated students cannot exceed 11 credits in a semester. To be considered full-time, graduate accelerated students must be registered for 6 or more credits in a semester, but cannot exceed 12 credits, and undergraduate accelerated students must be registered for 12 or more credits in a semester, but cannot exceed 18 credits.

If you have any questions regarding accelerated student credit loads, please contact the Associate Dean for Academic and Student Affairs.