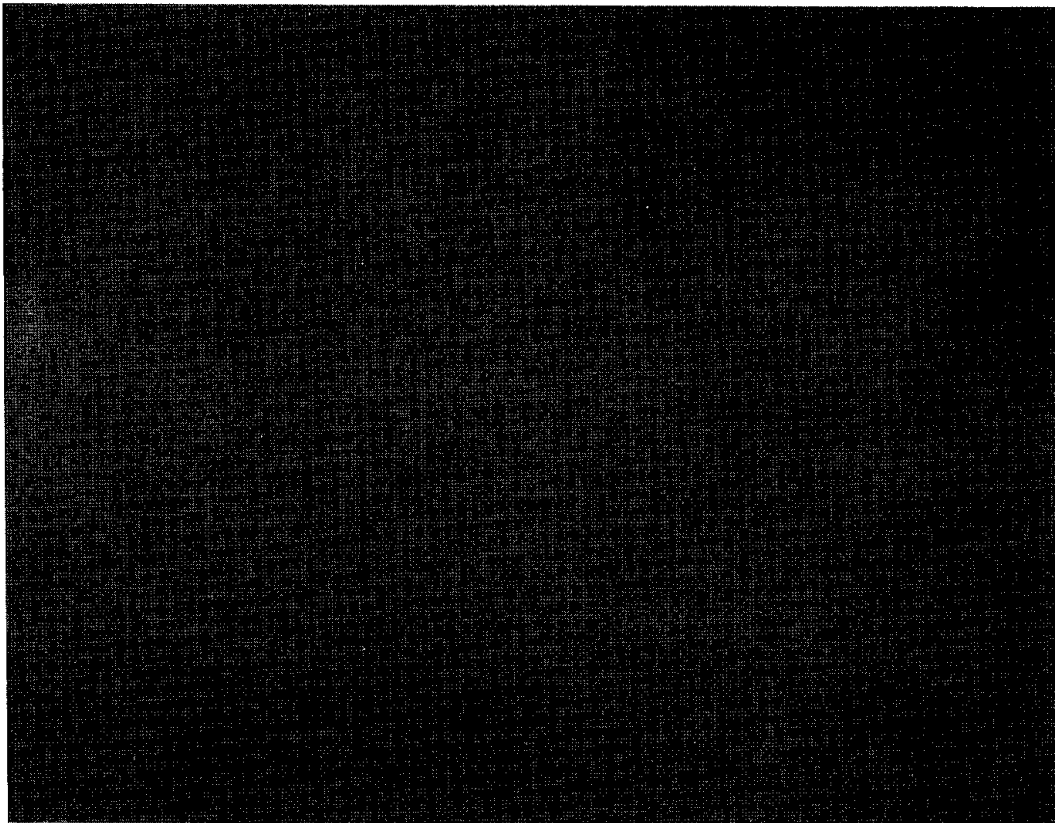


II. Tuition, Fees, Charges, Penalties and Deposits



Introduction

Students are not entitled to enter class or laboratory until their tuition, fees, and deposits have been paid.* Payment may be made by personal check for the exact amount due, provided the bank transit number is encoded thereon in compliance with revised Federal Reserve Bank regulations. Checks for larger amounts, the difference to be paid in cash to the student, cannot be accepted. In paying by check, students should exercise care. A bad check, whether given by mistake or otherwise, unless the admitted error of the bank concerned, is likely to delay actual payment and thus result in a penalty as outlined in the section on Bad Check Charges.

The University does not maintain a check cashing service for students. It is recommended that students establish checking accounts in local San Antonio banks before enrolling in order that they can easily cash checks in the city. Many local merchants will not cash out-of-town checks.

Tuition

Pursuant to Subchapter B, Chapter 54, Texas Education Code, tuition for all students registered at UT San Antonio will be as follows:

Residents of Texas pay tuition at the rate of \$4.00 per semester hour of credit; a minimum tuition of \$50.00 per semester and a minimum of \$25.00 for each summer session.

Nonresidents (U.S. Citizens). Nonresidents who are citizens of the United States will be charged tuition at the rate of \$40.00 per semester hour of credit for which they are enrolled.

Foreign Students will be charged tuition at the rate of \$14.00 per semester hour of credit for which they are enrolled with a minimum of \$200.00 per semester; a minimum of \$100.00 for each summer session.

*All tuition charges and fees are subject to change without notice.

Residence Regulations

A student entering The University of Texas at San Antonio for the first time, or a student re-entering The University after an absence of more than one semester, must file a completed residence questionnaire. The student's status as a resident or non-resident will be made in accordance with Subchapter B, Chapter 54, of the Texas Education Code.* If the applicant is in any doubt about his status, he should consult the Director of Admissions and Registrar prior to registration. Students who are legally classified as nonresidents of Texas must be prepared to pay the required tuition at the time of registration. There can be no change in residence classification except under the express authorization of the Registrar.

Penalty for Payment of Tuition Under Incorrect Residence Classification

Responsibility for registering under the proper residence classification rests with the student. A student who wrongly pays the Texas, rather than the nonresident, tuition is subject to a penalty of \$10.00 for each registration under incorrect residence classification. In addition, if a student has obtained residence classification by virtue of deliberate concealment or misrepresentation of facts, he may be subject to disciplinary action.

Required Student Service Fee

The amount charged is \$2.00 per semester hour for each regular semester (maximum of \$30.00 per semester) and \$1.00 per semester hour for each summer session. The fee covers maintenance and operation of a first aid room and limited emergency medical care, initial issuance of a student identification card, free or reduced admission fees to special lecture series, cultural events, film series and other special activities and/or services which may be provided for students.

Refund of student service fees is made on the same basis as refund of tuition.

*A detailed description of the residence regulations is offered in the Appendix of this catalog.

Degree Application Fee

An \$8.00 application fee is required of candidates for a degree. Application for a degree must be made at the Registrar's Office and the fee paid no later than the end of the add/drop period of the term (Fall, Spring, or Second Summer Session) in which the student plans to graduate. This fee must be paid each time an application for a degree is filed and is not refundable.

Veterans attending The University under an exemption, as mentioned below, are not exempt from payment of this fee.

Late Registration Fee

A late registration fee of \$5.00 will be charged for the first day of late registration and an additional \$2.50 per day thereafter with the maximum amount being \$15.00 for any one semester. This fee may be waived only in extenuating circumstances by the President or his delegate. The late registration fee is not refundable.

Challenging Courses by Examination Fee

A fee of \$15.00 per examination will be required of students who challenge UT San Antonio courses. Procedures for challenging courses by examination are set forth in the Credit by Examination section.

Bad Check Charge

A charge of \$5.00 will be assessed for each returned check to offset the cost of handling dishonored checks.

Replacement of Student Identification Card Charge

A charge of \$2.00 will be assessed for the issuance of a duplicate student identification card. This charge must be paid at the time the application for the duplicate is made.

Transcript Charge

A charge of \$1.00 per UT San Antonio transcript will be made. This fee must be paid before a transcript is issued.

Laboratory Fee

In certain courses a laboratory fee, not to exceed the actual cost of materials and supplies and not less than \$2.00 nor more than \$8.00, may be charged. When a laboratory fee is charged, the schedule of classes indicates the associated fee.

Supplementary and Special Fees

Certain art, music and other courses may require supplementary or special fees. When such fees are charged, the schedule of classes indicates the associated fee.

Charges for Auditing Courses

All auditors of courses must submit a Request for Audit Form to the Registrar. Auditors who are not registered UT San Antonio students must pay an auditing fee of \$10.00 per course. Non-student auditors who wish library privileges may receive them by paying a non-student library deposit (Limited Borrower's Deposit) of \$15.00 at the UT San Antonio Library. No additional auditing fees will be charged student auditors registered at UT San Antonio.

Permission to audit may be obtained and fees paid only during the late registration period.

Parking Fees

Fees for parking on the permanent UT San Antonio campus will be established when classes are held on that site. Such on-campus fees are expected to be \$4.00 for each long term and \$2.00 for each summer session. Students who enroll in classes that are held at The University of Texas Health Science Center are required to pay the student parking fee in effect on that

campus. There is no parking fee required of students at the temporary UT San Antonio site located in the Koger Executive Center.

Duplicate Fee Receipt

A service charge of \$1.00 will be assessed for the issuance of a duplicate fee receipt. This charge must be paid at the time the application for a duplicate fee receipt is made.

General Property Deposit

Every student must make a general property deposit of \$10.00 at the time of initial registration to protect The University from losses such as property loss or damage or breakage or violation of rules in any University library or laboratory, failure to return keys furnished by The University, or for damage or loss of any other university property. The records will be reviewed from time to time, and if charges have been made against the deposit, the student may be required to bring the deposit up to \$10.00.

The deposit will be refunded upon request, less outstanding charges, only when the student *officially* withdraws from school or graduates. A general property deposit which remains without call for refund for a period of four years from the date of last attendance at The University shall be forfeited, and the deposit shall become operative to the permanent use and purpose of student scholarships.

Professional Liability (malpractice) Insurance

Prior to official registration for courses that will place them in a clinical situation, allied health students are required under the *Rules and Regulations* of the UT System Board of Regents to show evidence of professional liability (malpractice) insurance coverage. The Director of the Division of Allied Health and Life Sciences will advise students on obtaining such insurance.

Exemption From Tuition and Fees

The Statutes of the State of Texas prescribe certain cases in which students can be exempted from tuition and/or certain fees. The various types of exemptions are described below; however, in each case it is the student's responsibility to initiate the action of applying for an exemption through the Registrar's Office and providing satisfactory evidence that all conditions required for the exemption have been met. Until such time as the exemption is granted, a student will be required to pay all tuition and fees from his or her own funds. Students who might be eligible for an exemption should apply for the exemption at the Registrar's Office at least one month prior to registration of the term in which they plan to utilize the exemption provision.

Exemption of Texas ex-servicemen. A legal resident of Texas is exempted from tuition and certain required fees when he meets *all* the following criteria:

1. He has resided in Texas for a period of not less than twelve (12) months prior to the date of registration.
2. He served in the armed forces or in certain auxiliary services in World War I, World War II, the Korean conflict, or the Cold War. If service was in the Cold War, he must have served on active military duty (other than for training) for more than 180 days.
3. He was a *bona fide* legal resident of the state at the time of entering service.
4. He was honorably discharged from service (those who served in World War II and who were discharged because of being over the age of thirty-eight or because of a personal request are not eligible for this exemption).
5. He is not eligible for education benefits provided for veterans by the United States Government.

Benefits for children of Texas veterans. Exemption from payment of tuition and certain fees is extended to children of members of the armed forces who were killed in action or died while in the service in World War II or the Korean conflict or in the Cold War, and to orphans of members of the Texas National Guard and the Texas Air National Guard killed since January 1, 1946, while on active duty.

Exemption of children of certain disabled public employees. Children of certain firemen, peace officers, employees of the Texas Department of Corrections, and game wardens who have suffered injury resulting in death or disability sustained in the line of duty are exempt from payment of all tuition and laboratory fees.

Exemption of certain deaf and blind students. Blind or deaf persons who are Texas residents are, under certain conditions, exempt from payment of tuition, general property deposit, and certain fees.

Exemption of high-school graduates of state orphanages of Texas. Citizens of Texas who are high-school graduates of the state orphanages of Texas are exempt from tuition and certain required fees.

Low income families. Under certain circumstances a student who is a resident of Texas, is under 25 years of age, who has resided in the state for not less than twelve (12) months prior to registration, who meets certain academic requirements and whose family income was not more than \$4,800 (family income means the combined gross income of the applicant and his family, if he is single, or the combined gross income of his family, himself, and his spouse, if he is married) may be awarded an exemption from tuition and certain other fees. This exemption is not applicable if the tuition and fees are, or will be, paid by the United States Government or from funds other than those of the student, his family, or his guardian.

Children of prisoners of war or persons missing in action. A dependent child under 21 years of age, or a person under 25 years of age who receives the majority of support from his or her parent or parents, is exempted from the payment of tuition and certain fees if he or she is the dependent child of any person who is a domiciliary of Texas on active duty as a member of the armed forces of the United States and who at the time of registration is classified by the Department of Defense as a prisoner of war or as missing in action.

Refund Policy and Adjustment of Fees for Students Withdrawing, Adding, or Dropping Courses

A student who officially withdraws from The University will receive a full refund of tuition and refundable fees paid only if he or she does so before the end of the last official day of registration (not including those days designated as late registration).

In a long session, upon presentation to the Registrar of an official fee receipt showing payment of the fee and surrender of the student identification card, any student withdrawing officially a) after the last official day for registration but during the first week of classes of a semester will receive a refund of 70 percent of the applicable portion of the tuition and fees; b) during the second week, 60 percent; c) during the third week, 40 percent; d) during the fourth week, 20 percent; e) during the fifth week and thereafter, no refund. In a summer session a) after the last official day for registration but during the first three class days, 70 percent; b) on fourth, fifth, or sixth class day, 50 percent; c) after sixth class day, no refund.

Tuition, applicable fees, student building use fees, and student service fees refunds will be made for courses dropped during the first twelve class days if the student paid more than the minimum required and has dropped below the total number of hours for which he or she originally was registered. Tuition and applicable fees for added courses will be billed to the student.

No refunds will be made until 15 days have elapsed from the time fees were paid *unless the fees were paid in cash or by money order*. Refund checks will be mailed to the address indicated when the student withdraws from The University. Students entitled to refunds should allow ten working days after the fifteen-day clearing period for receipt of the refund.

The University reserves the right to deduct from the refund any outstanding financial obligations owed The University.

Debts Owed The University

In the event of non-payment of debts owed to The University, any of the following actions may be taken:

1. Denial of re-admission of the student.
2. Denial of further registration.
3. Withholding of official transcripts.
4. Withholding a diploma to which the student would otherwise be entitled.

When a student has any of the above actions against his or her record it is the student's responsibility to clear obligations with The University and see that the Registrar's Office is notified before any additional services will be provided.

A student who pays tuition and fees with a check which is not subsequently honored by a bank, and the fault not being that of the bank, and who does not make payment within five days will have registration for the term cancelled.