3. TUITION, FEES, CHARGES, AND DEPOSITS
TUITION, FEES, CHARGES, AND DEPOSITS

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TUITION AND FEE CHANGE

All tuition and fee amounts are subject to change by Legislative action or by action of the Board of Regents of The University of Texas System. Changes will be effective upon the date of enactment and will be reflected in fees charged.

METHODS OF PAYMENT

Students are entitled to enter class or laboratory meetings only after payment of their tuition and fees has been arranged using one of the alternatives discussed in this section. Once a payment option has been selected by the student at registration, no change in the payment plan will be allowed during the semester.

Full Payment

Under this option, the student makes full payment of all tuition and fees in advance of the beginning of the semester.

Installment Program

Under the installment option, the student pays one-half of the tuition and eligible fees in advance of the beginning of the semester and one-fourth before the start of the sixth and 11th class weeks. There is a service charge of $16 for this payment option.

A late fee of $10 will be added to the student’s bill if an installment payment is not made by the due date. A student who fails to make full payment prior to the end of the semester may not receive credit for the work done that semester and will not be allowed to register for future semesters until the delinquent amount is paid.

Not all fees are eligible for payment in installments. The fees for parking, installment, I.D. card, add/drop, and the property deposit are not eligible for the installment payment program and must be paid in full on the initial billing.

Installment payment may only be chosen during the Fall and Spring semesters. If the student chooses to use the installment option, a promissory note must be completed and on file in the Bursar’s Office before the registration process can be considered complete.

All financial aid will be applied to total tuition and fees before calculation of payment plan. Partial installment payments will not be accepted. However, prepayment in full of an installment or of total installments will be accepted at any time after registration.

Refunds from the add/drop process will be prorated for remaining installments. Additional fees incurred from the add/drop process will be added to the balance due from registration, and the installment payments will be recalculated.
Accepted Forms of Payment

Payment may be made by credit card or by personal check for the exact amount due, provided the bank transit number is encoded on the check in compliance with revised Federal Reserve Bank regulations. Students may not obtain cash by writing a check for a larger amount.

A bad check, whether given by mistake or otherwise, unless it is the admitted error of the bank concerned, is likely to delay actual payment and thus result in a penalty (see Returned Check Fee). If a check used for payment of advance registration is returned and is not cleared before the start of the semester, a late registration fee of $15 will be charged to the student.

Personal checks may be cashed in the University Bookstore up to $5. Many local merchants will not cash out-of-town checks. It is recommended that students establish checking accounts in local San Antonio banks before enrolling so that they can easily cash checks in the city.

PAYMENT AND REFUND POLICIES

All policies regarding the payment or refunding of tuition, fees, and charges are approved by the Board of Regents of The University of Texas System and comply with applicable State statutes. If a person desires clarification of any matter relating to payment or refund of such charges, he or she should contact the office or administrative unit from which the charge or refund originated.

Residence Regulations

The student’s status as a resident or nonresident will be made in accordance with the Texas Education Code. Consult the Office of Admissions and Registrar for residence regulations. Students having any doubt about their residence status should consult the Director of Admissions and Registrar prior to registration.

A student entering or reentering UTSA may be required to file a residence questionnaire. Once residence is established, no change can be made in residence classification without the express authorization of the Registrar.

Refund Policy for Withdrawal or Dropped Courses

Withdrawing from UTSA

Withdrawal is the formal discontinuance of a student’s enrollment at UTSA and involves the student’s dropping all classes. Depending on the time of withdrawal, a student may be entitled to a refund of some part of the tuition and certain fees. The forms and exit survey needed for withdrawing from UTSA may be obtained in the Office of Student Development.

The following table presents the descending scale of refund amounts for students withdrawing from UTSA. A student who wishes to withdraw from the Summer session must withdraw from all courses registered for in both terms of the Summer session.
UTSA will refund tuition and fees paid by a sponsor, donor, or scholarship to the source rather than directly to the student who has withdrawn if the funds were made available through the institution.

<table>
<thead>
<tr>
<th>Semester</th>
<th>Time of Withdrawing</th>
<th>Amount of Refund of Tuition and Returnable Fees*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular (Fall or Spring)</td>
<td>Prior to first class day</td>
<td>100% of applicable tuition and returnable fees</td>
</tr>
<tr>
<td></td>
<td>During the first 5 class days</td>
<td>80% of applicable tuition and returnable fees</td>
</tr>
<tr>
<td></td>
<td>During the second 5 class days</td>
<td>70% of applicable tuition and returnable fees</td>
</tr>
<tr>
<td></td>
<td>During the third 5 class days</td>
<td>50% of applicable tuition and returnable fees</td>
</tr>
<tr>
<td></td>
<td>During the fourth 5 class days</td>
<td>25% of applicable tuition and returnable fees</td>
</tr>
<tr>
<td></td>
<td>After the fourth 5 class days</td>
<td>No refund of tuition or fees</td>
</tr>
<tr>
<td>Summer</td>
<td>Prior to the first class day</td>
<td>100% of applicable tuition and returnable fees</td>
</tr>
<tr>
<td></td>
<td>During the first, second, or third class day</td>
<td>80% of applicable tuition and returnable fees</td>
</tr>
<tr>
<td></td>
<td>During the fourth, fifth, or sixth class day</td>
<td>50% of applicable tuition and returnable fees</td>
</tr>
<tr>
<td></td>
<td>After the sixth class day</td>
<td>No refund of tuition or fees</td>
</tr>
</tbody>
</table>

**Dropping Courses**

*Dropping* refers to the removal of one or more individual courses from a student’s schedule while that student remains enrolled in at least one course. Refunds of applicable tuition and fees will be made for courses from which students drop on or before the Census Date, provided the student remains enrolled for that semester or term. No refund will be given for individual classes dropped after the Census Date.

Refunds for courses dropped by a student who withdraws from UTSA later in the semester or term will be calculated according to the percentage schedules in the refund policy above. Refund of tuition for dropped courses will be made only if the original payment exceeds the established minimum amount.

*Supplementary, general, laboratory, University Center, student services, medical services, and class related*
Summer terms are considered as one session for refund and drop purposes. If courses are to be dropped in either Summer session, please refer to Census Dates for refund purposes.

No refunds are made until 15 days have elapsed from the Census Date. Refund checks are mailed to the address indicated when the student withdraws from the University. Students entitled to refunds should allow 10 working days after the 15-day clearing period for receipt of the refund.

**Concurrent Tuition**

Students who register concurrently at more than one public institution of higher education in Texas may receive the benefits of a lower tuition rate. If, at the time of registration, a student can produce evidence of having already paid his or her tuition at another public institution of higher education in Texas, the student should present such evidence at the Fee Assessment station during registration.

**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 and the fees to which such exemptions apply 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 for the term in which they plan to utilize the exemption provision. (Applications for the Good Neighbor Scholarship are accepted in the Financial Aid Office in January and February prior to the academic year in which students plan to attend UTSA.)

<table>
<thead>
<tr>
<th>Description</th>
<th>Eligibility</th>
<th>Tuition and Fees Exempted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accredited School Scholarship</td>
<td>Highest ranking graduate of an accredited Texas high school</td>
<td>Tuition during first two regular (Spring and Fall) semesters following graduation</td>
</tr>
<tr>
<td>Description</td>
<td>Eligibility</td>
<td>Tuition and Fees Exempted</td>
</tr>
<tr>
<td>-------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| Texas ex-servicemen                             | 1. Resident of Texas for 12 months prior to registration  
2. Bona fide resident of Texas at the time of entering the service.  
3. Served in the armed forces in World War I, World War II, Korean Conflict, or the Cold War.  
5. Not eligible for federal educational benefits.                                                                                         | Tuition  
Laboratory fees  
Supplementary fees  
General fee                                                                                                                                     |
| Children of disabled Texas firemen and peace officers | Child (under 21) of disabled full-paid or volunteer firemen; full-paid municipal, county, or State peace officers; custodians of the Department of Corrections; or game wardens. | Tuition  
Required fees*                                                                                                                            |
| First-year students in Aid to Families with Dependent Children program | Student who, in the senior year of public high school in Texas, receives public assistance under Chapter 31, Human Resources Code (AFDC), and who enrolls in college as a Texas resident within 12 months of high school graduation. | Tuition  
Required fees* for one year                                                                                                               |
| Students who are blind blind or deaf            | Person who is blind; person whose hearing is nonfunctional.                                                                                                                                                 | Tuition  
Required fees*  
General Property Deposit                                                                                                                       |

*Laboratory, supplementary, general, student services, University Center, medical services, and class related.
<table>
<thead>
<tr>
<th>Description</th>
<th>Eligibility</th>
<th>Tuition and Fees Exempted</th>
</tr>
</thead>
</table>
| Children of Texas veterans         | 1. Either  
- child of a member of the armed forces who was killed in action in World War II, the Korean Conflict, or the Cold War; or  
- orphan of members of the Texas National Guard killed since January 1, 1946, while on active duty.  
2. Not eligible for federal educational benefits.  | Tuition  
Laboratory fees  
Supplementary fees  
General fee |
| Good Neighbor Scholarship          | 1. Native-born students from other designated nations of the American hemisphere.   
2. The following must be provided:  
- evidence of native citizenship and proof of five years' residency in that country;  
- scholastic eligibility;  
- valid student visa;  
- other documentation as required (inquire at the Financial Aid Office).  
Applications are available only in January and February for the following Summer, Fall, and Spring semesters. Applications are reviewed and granted by the Texas Higher Education Coordinating Board on a semester-by-semester basis.  | Tuition |
| Firemen enrolled in fire science courses | Enrolled in course offered as part of the fire science curriculum.  | Tuition  
Laboratory fees  
Supplementary fees |

The University is limited to 235 Good Neighbor Scholarship recipients per year.
<table>
<thead>
<tr>
<th>Description</th>
<th>Eligibility</th>
<th>Tuition and Fees Exempted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students in foster care</td>
<td>Student in foster care, other residential care, or under the conservatorship of the Department of Protective Services on or after the day preceding the student's 18th birthday.</td>
<td>Tuition Required fees except the general fee (laboratory fees, supplementary fees, student services fee, medical services fee, and the University Center fee) General Property Deposit</td>
</tr>
<tr>
<td>Children of Prisoners of War or Persons Missing in Action</td>
<td>Dependent under 25 who receives the majority of support from parent. Parent classified by the Department of Defense as a Prisoner of War or Missing in Action at the time of registration.</td>
<td>Tuition Required fees*</td>
</tr>
</tbody>
</table>

*Laboratory, supplementary, general, student services, University Center, medical services, and class related

**Title IV Program Refund**

As an institution participating in programs under Title IV of the Higher Education Act of 1965 as amended (Act), The University of Texas at San Antonio is required to refund unearned tuition, fees, room and board, and other charges to certain students attending the institution for the first time who have received a grant, a loan, or work assistance under Title IV of the Act or whose parents have received a loan on their behalf under 20 U.S.C. § 1087-2. The refund is required if the student does not register for, withdraws from, or otherwise fails to complete the period of enrollment for which the financial assistance was intended. No refund is required if the student withdraws after a point in time that is 60 percent of the period of enrollment for which the charges were assessed. A student who withdraws prior to that time is entitled to a refund of tuition, fees, room and board, and other charges that is the larger of the amount provided for in § 54.006, Texas Education Code, or a pro rata refund calculated pursuant to § 484B of the Act, reduced by the amount of any unpaid charges and a reasonable administrative fee not to exceed $25. UTSA will use the pro rata method for determining refunds of tuition and fees, as in the following example:
FALL SEMESTER

<table>
<thead>
<tr>
<th>Week</th>
<th>% Refund</th>
<th>Week</th>
<th>% Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>90</td>
<td>5 and 6</td>
<td>60</td>
</tr>
<tr>
<td>2 and 3</td>
<td>80</td>
<td>7 and 8</td>
<td>50</td>
</tr>
<tr>
<td>4</td>
<td>70</td>
<td>9</td>
<td>40</td>
</tr>
</tbody>
</table>

Non-Payment of Debts

Students who fail to pay full tuition and fees, including late fees, on the due date are subject to one or more of the following actions at the University’s option:

1. Denial of readmission.
2. Denial of further registration.
3. Withholding of official transcripts.
4. Withholding a degree to which the student would otherwise be entitled.
5. Withholding of grades.
6. All penalties and actions authorized by law.

When a student has any of the above actions against his or her record, it is the student’s responsibility to clear any obligations with UTSA and see that the Registrar’s Office is notified. No further services of the University will be provided until all obligations are cleared.

A student who pays tuition and fees with a check that is not subsequently honored by a bank and the fault is not that of the bank, and who does not make payment within 15 days, will be withdrawn from the University by the Registrar for non-payment of tuition and fees.

PROCEDURAL FEES

Application Fee

A fee of $20 is required of all prospective students who file an application for admission to UTSA. It is also charged upon reapplication for admission following academic dismissal.

Late Registration Fee

A late registration fee of $5 is charged for the first day of late registration, and an additional $2.50 per day is assessed thereafter. The maximum late registration fee for any one term is $15. This fee may be waived only in extenuating circumstances by the President or his delegate. The late registration fee is not refundable.
Add/Drop Fee

A fee of $5 will be charged for each add or drop transaction processed during the Add/Drop period (beginning the first class day and ending on the Census Date). The fee will not be charged during the telephone registration period or for transactions initiated by UTSA. This fee is not refundable.

Auditing Fee

All auditors of courses must submit for approval a Request for Audit Form to the Registrar. Students registered at UTSA may, with the approval of the instructor and Dean of the College in which the course is offered, audit courses by paying an auditing fee of $25 per course. The audit fee is not refundable.

Upon approval of a Request for Audit Form, a non-student auditor must pay an auditing fee of $50 per course. The fee is not refundable. Non-students over 65 are permitted to audit without paying a fee, provided space is available and a Request for Audit Form is approved. Non-student auditors who wish to have library privileges may receive them by filling out a Friend of the UTSA Library application at the circulation desk in the UTSA Library, John Peace Library Building, second floor, and paying a nonrefundable fee. There are limits on the services offered to Friends of the UTSA Library card holders; further details are available from the Circulation Desk.

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

All auditors of courses must register their vehicles and obtain parking permits from the University Police Traffic Office.

Credit by Examination Fee

A fee of $20 per examination is required of students who challenge UTSA undergraduate courses. Procedures for challenging courses by examination are in the General Academic Regulations chapter of this catalog.

Degree Application Fee

A $30 application fee is required of candidates for a degree. Application for a degree must be made at the Office of Admissions and Registrar and the fee paid by October 1 for the Fall semester, February 1 for the Spring semester, and June 15 for the Summer session. This fee is not refundable and must be paid each time an application for degree is filed. The degree application fee does not cover cap and gown rental or purchase.

Duplicate Diploma Fee

A fee of $15 will be charged for each request for a duplicate diploma.
International Student Evaluation Fee

A fee of $100.00 per application is charged international students to defray the costs associated with evaluation and processing their applications.

**SEMESTER FEES**

**Mandatory Semester Fees**

**First Semester Only**

Students are assessed the following one-time charges in their first semester at UTSA.

**General Property Deposit.** Every student must make a general property deposit of $10 at the time of initial registration to protect the University from losses such as property loss, damage, or breakage, violation of rules in any University library or laboratory, failure to return keys issued by the University, or damage to or loss of any other University property.

The deposit is refunded upon request, less outstanding charges, only when the student officially withdraws from school or graduates. When the property deposit refund is requested, the student has the option to elect that the property deposit be used to pay his or her first year's dues in the UTSA Alumni Association. The form for requesting a refund or for the deposit to be used for alumni association dues is available at the UTSA Bursar's Office.

A general property deposit that remains without call for refund for a period of four years from the date of last attendance at UTSA shall be forfeited, and the deposit shall become operative to the permanent use and purpose of student scholarships.

**Orientation Fee.** An orientation fee of $55 is assessed all new freshman and transfer students when they are admitted to UTSA. Orientation programs provide information about UTSA's academic requirements, campus services, and student activities. Almost all of the programs also include academic advising and registration. Students must pre-register for these programs. Further information is available from the Office of Orientation and Freshman Year Programs.

**Student Photo Identification Fee.** A charge of $10 is assessed for the issuance of a student photo identification card. A charge of $10 is assessed for the issuance of a replacement photo identification card. This charge must be paid at the time the application for replacement is made.

**Every Semester**

Certain services and benefits are provided every semester by UTSA to all students. These are supported by tuition and the following fees: student services, general, University Center, automated services and computer access, library multimedia resource, university publication, international education, and medical services. All students are assessed these fees each semester. Refer to the Tables of Tuition and Mandatory Fees, pp. 65–66, for semester totals.
Tuition. Pursuant to Subchapter B, Chapter 54, Texas Education Code, each student who registers at UTSA is required to pay tuition* according to the number of semester credit hours for which registration is completed and according to his or her residence classification (see Table of Tuition and Mandatory Fees).

Student Services Fee. A compulsory Student Services Fee is charged to all students enrolled at UTSA. This fee provides services and activities which are separate and apart from the regularly scheduled academic functions of the University and directly involve or benefit students. These services and activities include recreational activities, intramural and intercollegiate athletics, artists and lecture series, cultural entertainment series, student government, and any other student activities and services specifically authorized and approved by the Board of Regents. Students are assessed this fee based on the number of semester hours they register for (see Table of Tuition and Mandatory Fees).

General Fee. The General Fee is a compulsory fee authorized by statute for the use and availability of University buildings and facilities as set forth in the Table of Tuition and Mandatory Fees.

University Center Fee. The University Center fee is $30 per student in each regular session, and $15 each Summer session.

Automated Services and Computer Access Fee. Each student who registers at UTSA is required to pay a $8 per semester credit hour fee. The minimum fee is $35 and the maximum fee is $96 per semester.

Library Resources Fee. A fee of $1.00 per credit hour is charged all students who register at UTSA to defray costs of providing increased direct services and supplies, including online access to full text databases, academic indexes, and increased printed books and journals.

University Publication Fee. A $5 per semester fee will be assessed all students enrolled at UTSA to cover the costs of providing catalogs, class schedules, and other official publications.

International Education Fee. A $1 per semester fee will be assessed all students enrolled at UTSA to cover the costs of the international education program.

Medical Services Fee. A $12 per semester fee is assessed all UTSA students for medical services provided at Student Health Services.

Possible Additional Semester Fees

Depending on the major pursued or the courses selected by a student, additional fees may be required. Students should become aware of additional fees incurred by their major or course selection. Some (not all) of these fees are noted by the course listing in the Schedule of Classes.

*See Exemption from Tuition and Fees in this chapter.
Architecture Studio Use Fee

A fee of $25 per course is assessed students enrolled in courses in the architecture curriculum, which will use any of the studios under the direction of the architecture division.

Architecture Resource Fee

A $25 fee is assessed UTSA students who are registered in certain architecture courses to provide materials and supplies for various projects and experiments.

Communication Materials Fee

A $5 fee is assessed UTSA students who are registered in certain communication courses to provide materials and supplies used during the semester.

Educational Field Instruction Fee

A $45 fee will be assessed all students during their semester of student teaching and students in special education practicum settings, counseling practicum, and student internships.

EIS Auxiliary Fee

A $20 per course fee is assessed international students taking courses in English for International Students (EIS).

Field Trip Fee

A supplementary fee is assessed students in certain courses to pay for the expenses of field trips.

Foreign Language Multimedia Learning Center Fee

Each student who registers at UTSA in a foreign language course is required to pay a $7 per course fee.

Foreign Student Insurance Fee

All international students are required to purchase the UT System Medical Insurance Plan for students, which covers basic medical expenses for injury and sickness. The Plan is in compliance with the United States Information Agency’s regulations. The fee is assessed as part of the regular tuition and fee charges. A waiver of this fee is available, provided (1) the student provides proof of coverage by a comparable U.S. health plan; and (2) UTSA approves the comparable health coverage.

Installment Payment Plan Fee

A $16 charge is assessed when a student elects to pay tuition and fees under the installment payment plan. This charge is normally included in the first installment payment.
Instrument User Fee

In certain music courses, an instrument user fee of $20 per course may be charged. A notation of this fee appears with the course listing in the Schedule of Classes.

Laboratory Fee

In certain courses a laboratory fee, not to exceed the actual cost of materials and supplies and not less than $2 nor more than $30, may be charged. When a laboratory fee is charged, the schedule of classes indicates the associated fee.

Music Course Fee

A $10 per course fee for non-music majors is assessed students who are registered in a course that uses equipment for instruction purposes. All music majors are charged $25 per semester to defray the cost of equipment maintenance.

Parking Fees

All vehicles parked on the campus must comply with UTSA Parking and Traffic Regulations. Copies of these regulations are available during registration and in the University Police office. Parking fees for students are shown in the table below.

<table>
<thead>
<tr>
<th>Class</th>
<th>Amount</th>
<th>Type of Permit</th>
</tr>
</thead>
<tbody>
<tr>
<td>G</td>
<td>$40.00</td>
<td>General permit (purchased in Fall semester)</td>
</tr>
<tr>
<td></td>
<td>$22.00</td>
<td>General permit (purchased in Spring semester)</td>
</tr>
<tr>
<td></td>
<td>$18.00</td>
<td>General permit (purchased in Summer semester)</td>
</tr>
<tr>
<td>H</td>
<td>$40.00</td>
<td>Disabled permit (purchased in Fall semester)</td>
</tr>
<tr>
<td></td>
<td>$22.00</td>
<td>Disabled permit (purchased in Spring semester)</td>
</tr>
<tr>
<td></td>
<td>$18.00</td>
<td>Disabled permit (purchased in Summer semester)</td>
</tr>
<tr>
<td>C</td>
<td>$18.00</td>
<td>Motorcycle, motor scooter, motorbike permit</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(purchased in Fall semester)</td>
</tr>
<tr>
<td></td>
<td>$15.00</td>
<td>Motorcycle, motor scooter, motorbike permit</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(purchased in Spring semester)</td>
</tr>
<tr>
<td></td>
<td>$10.00</td>
<td>Motorcycle, motor scooter, motorbike permit</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(purchased in Summer semester)</td>
</tr>
<tr>
<td>W</td>
<td>$6.00</td>
<td>Bicycle permit (purchased at any time)</td>
</tr>
</tbody>
</table>
Parking permits are available for persons with disabilities in accordance with applicable statutory law and UTSA Parking and Traffic Regulations.

Refunds for unused portions of parking permits must be requested on the Refund Request Form available in the University Police Traffic Office. Refunds will be made in accordance with the current UTSA Parking & Traffic Regulations, Section 6, para. I.

Physical Education Fees

Physical Education Activity Fee. A fee of $10 for a semester or summer term is required for all physical education courses or activities. Lockers, towels, and locks are provided.

Equipment and Lane Fee. A fee of $60 for a semester or summer term is required for physical education bowling courses.

Driving Range Fee. A fee of $44 for a semester or summer term is required for physical education golf activity courses.

Swimming Pool Fee. A fee of $22 for a semester or summer term is required for physical education swimming activity courses.

Studio Art Fee

A fee of $20 per course is assessed students enrolled in courses in the Art and Design curriculum that will use any of the studios under the direction of the division.

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.

Visual Resource Collections Fee

A charge of $7 per course is assessed to defray the costs of course support materials, such as the slide library, for art history and criticism (AHC) courses.

Writing Materials Fee

A $5 per course fee is assessed for English composition courses.
FEES FOR RESOURCE USE

Career Services Center Registration Fee

UTSA students and alumni are invited to use the services of the Career Services Center. For a $10 registration fee and a $10 disk purchase fee, the Center establishes a credential file for employment searches or graduate school or professional school applications. Registrants are eligible for the full range of services: on campus interviewing, part-time job service, résumé and interview seminars, vacancy listings, direct job referral, and duplication and mailing of credential file materials to prospective employers.

Foreign Language Testing Fee

A charge of $10 per course is assessed for testing to evaluate students for placement in foreign language programs.

Locker Fee

Students who wish to use lockers in the Library, Music Division, and Art and Architecture Division will be required to pay a $15 per semester fee.

Pre-TASP Test Fee

This $5 fee covers the costs of the pre-TASP placement test. The pre-TASP fee applies to students who have not taken the TASP test prior to enrollment at UTSA.

Teacher Placement Service Fee

Currently enrolled students and alumni of UTSA may register for teacher placement services with the Office of Teacher Advising, Certification, and Placement for a set-up fee of $5. Other persons who wish to establish a placement file are charged a set-up fee of $35. A handling fee of $5 is charged for each set of credentials provided after initial registration. All fees are payable in advance.

Transcript Fee

A charge of $5 is made for each UTSA transcript to be processed and mailed within 48 hours. A charge of $8 is required if the transcript is to be provided within one hour. This fee must be paid before a transcript will be issued.

UTSA Athletic Facility Use Fee

Athletic facilities available are the physical education gymnasiums, weight rooms, tennis center, and track. Lockers, locks, and towels are provided. In order to use these facilities, a current UTSA student identification card or membership card must be presented. Currently enrolled UTSA students may use the athletic facilities at no cost during normal hours of operation. Athletic facility memberships are available to faculty, staff, alumni association members, and spouses. Memberships may be purchased at the P.E. Equipment Room located on the lower level of the P.E. Building.
Each authorized user may be accompanied by two guests per visit. Guest fee is $5 per visit.

All persons using the athletic facilities must be at least 18 years old.

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All fees are nonrefundable.

**PENALTY FEES**

**Late Payment Fee**

A late fee of $10 is added to a student’s bill when an installment payment is not paid by the due date.

**Library Fines for Overdue Materials and Lost or Damaged Items**

Fines are charged for overdue library materials and for library items that are lost or damaged. UTSA Library regulations on borrowing and fines are available at the Circulation Desk.

**Parking Fines**

Unpaid parking fines place a financial hold on student records and will interfere in the registration process or the transcript release process.
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<th>No. of Hours</th>
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<th>Tuition: Non-Resident &amp; Foreign</th>
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Tuition and Mandatory Fees—Spring and Fall Semesters/Ten-Week Summer Sessions

Tuition and fee amounts are subject to change by Legislative action or by action of the Board of Regents of The University of Texas System. Changes in tuition and fees will be effective upon the date of enactment. Refer to each semester's Schedule of Classes for current tuition and fee amounts. Other semester fees include: library resources fee, $1 per semester credit hour, publication fee, $5, and international education fee, $1.

Tuition and Mandatory Fees / 65
<table>
<thead>
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Property Damage Charges

Property damage charges are assessed to students for property loss, damage, or breakage, violation of rules in any University library or laboratory, failure to return keys issued by the University, or damage to or loss of any other UTSA property. Charges are billed directly to the student or are collected by the department upon reissue of supplies or property. Failure to pay the charges promptly results in denial of the student’s readmission or reenrollment, and in refusal to issue the student’s transcript by the University.

Returned Check Fee

A charge of $15 is assessed for each returned check to offset the cost of handling. The University will not accept a check from a student who wittingly or unwittingly has previously given two bad checks.