I. FULL-TIME STUDENT

A. COMPREHENSIVE FEES:

FULL-TIME UNDERGRADUATE DAY
12 or more credits and fewer than six courses per semester

Tuition $26,630* (includes Physician Assistant Studies pre-professional phase)
Six or more courses per semester $888/per credit

FULL-TIME GRADUATE DAY
Tuition $30,687**
Physician Assistant Studies Program (professional phase)

Room*
Residence Halls $4,408
Townhouses $6,200
Apartments $6,452

Board*
19-Meal Standard Plan $4,506
19-Meal Premium Plan $4,676
14-Meal Standard Plan (upperclassman only) $4,284
14-Meal Premium Plan (upperclassman only) $4,412
10-Meal Standard Plan (non-residence Halls) $3,158
10-Meal Premium Plan (non-residence Halls) $3,244
5-Meal Standard Plan (non-residence Halls) $1,686
5-Meal Premium Plan (non-residence Halls) $1,728

*Cost per semester is one-half the annual rate
**Cost per semester is one-third the annual rate

Included in the above comprehensive fee is use of the Paul J. Gutman Library, student center, gymnasium and athletic fields; admission to all on-campus athletic events and cultural programs; and subscriptions to student publications.

B. OTHER FEES:

FULL-TIME UNDERGRADUATE DAY

1. Application Fee $35/student
2. Credit by Examination $860/course
3. Room Security Deposit $250/resident/student
4. Room Reservation Deposit $150/resident/student
5. START Program Fee $100/new student
6. Graduation Fee (graduates only) $60/student
7. International Student Fee $55/semester
8. Health Center Fee $35/semester

II. PART-TIME STUDENT

(per credit hour unless otherwise indicated)

A. UNDERGRADUATE DAY
Tuition $860
Credit by Examination $860/course
Application Fee $35/student
Graduation Fee (graduates only) $60/student

B. UNDERGRADUATE EVENING
Tuition $472
Tuition-online courses $543
Credit by Examination $472/course
Application Fee $35/student
Graduation Fee (graduates only) $60/student

C. GRADUATE PROGRAMS
Tuition
Graduate $746
Graduate-online MF courses $746
Midwifery Certificate $579
Credit by Examination $783/course
Application Fee $35/student
Graduation Fee $60/student
Health Center Fee (international students) $35/semester

D. SUMMER SESSION – 2008
Tuition:
Undergraduate Day, Evening and Internship $472
Undergraduate-online courses $543
Graduate $746
Graduate-online MF courses $746
Graduate Internship $746
Graduate-other online courses $858
Room: (per six-week session) $1,207

III. DEPOSITS

An applicant should send the director of admissions a tuition deposit of $300 after receiving a letter of acceptance. This deposit includes an orientation fee of $100. The remaining $200 will be credited to the student’s account on the first tuition billing.

All resident students are required to maintain on account a $250 room security deposit. Additionally, continuing residential students are required to make a $150 room-reservation deposit during the spring semester for the following fall semester. The room-reservation deposit will be credited to the student’s account on the first tuition billing for the fall semester. This $150 room reservation deposit is forfeited if the student is not in university housing in the subsequent fall semester.

A deposit to a student’s Campus Card may be made for the purchase of books and supplies at the Campus Store, as well as for use at the vending machines, dining facilities and photocopyers. A deposit of $400 to $500 per semester is suggested. Once deposited, funds cannot be withdrawn from the Campus Card. Unused funds are credited to the student’s account at the end of the academic year.

IV. TUITION PAYMENT POLICY

Students are invoiced in July and December for the next semester’s charges. Only accepted and completed financial aid awards, including Philadelphia University Scholarships, Federal PELL Grants, Federal Supplemental Educational Opportunity Grants (SEOG), Federal Perkins Loans, PHEAA Grants, Federal PLUS Loans, and /or Federal Stafford Loans are included on the student’s invoice. Late applications for financial aid, unless approved prior to the billing due date, are not credited to the student’s account or accepted as payment. Any balance due resulting from unapproved financial aid must be paid by the billing due date. Any subsequent approval, resulting in a balance due the student, will be refunded to the student after the drop/add period. Checks should be made payable to Philadelphia University, ATN: Business Office, School House Lane and Henry Avenue, Philadelphia, PA 19144-5497, with the student’s identification number clearly indicated on the face of the check. If the University receives a total of three non-sufficient funds (NSF) checks, all future payments must be made by cash, certified check or money order. Students may also use WebAdvisor to pay their account balances online using MasterCard or Visa. Philadelphia University offers a deferred payment plan for full-time undergraduate day students through Tuition Management Systems (TMS). Enrollment forms are mailed to the student’s billing address. For more information to enroll, you may contact TMS directly at 888.356.0350 or www.afford.com. The University’s Student Accounts Office may be contacted by email at studentaccts@PhilaU.edu or by phone at 215.951.5988 regarding any questions on the student account.

V. REFUND POLICY

A student who wants to initiate leave of absence or withdrawal procedures must obtain the Notification of Student Leave of Absence/Withdrawal form in the Learning and Advising Center. A student is considered in attendance until this formal notification is completed and returned to the Registrar and the student has dropped their classes through WebAdvisor. Tuition charges for students who withdraw from the University will be refunded on the following basis:

Undergraduate Day and Online:
Before classes start 100%
First week of class 80%
Second week of class 60%
Third week of class 40%
Beginning of fourth week of class 0%

Undergraduate Evening and Graduate:
Prior to the first class meeting 100%
Prior to second class meeting 80%
Prior to third class meeting 60%
Prior to fourth class meeting 40%
After fourth class meeting 0%
Online classes follow the undergraduate day refund policy regardless of log-in status. Summer classes follow the undergraduate evening and graduate refund policy. The University uses federal regulations to determine the refund of federal financial aid funds to the federal government. A copy of this federal refund calculation is available at the University's business office.

Any student who withdraws or changes credit hours or room and board status after the semester begins is obligated for a full semester’s room charge. Board will be charged to the official date of withdrawal, plus an additional charge of 25 percent of the unused portion.

The effective date for calculating refunds will be the effective date indicated on the Notification of Student Leave of Absence/Withdrawal form. Failure to complete this withdrawal form results in an unofficial withdrawal. Refunds, transcripts and recommendations will be withheld by the University until this official form is received.

Students dismissed from the University or from the residence hall after the semester begins are obligated for a full semester’s room charge. Board will be charged to the official date of dismissal, plus an additional charge of 25 percent of the unused portion.

Refunds for medical reasons will be reviewed on an individual basis. If approved, these refunds will be prorated from the date of the medical condition. All refunds will be paid within 30 days of graduation or withdrawal/dismissal. Refunds for medical reasons must be requested in writing.

VI. ABSENCE AND SICKNESS
Students who are absent from the University due to illness or any other reason and who retain their place in class, are subject to full tuition, room and board charges during their absence.

VII. TRANSCRIPTS
Transcripts are not furnished to any student whose account is not paid in full. Transcripts are obtained through the Registrar’s Office.

VIII. FEES
A non-refundable application fee of $35 must accompany the application for admission. This fee covers the cost of processing the prospective student’s application and is not credited to the student’s bill.
A $60 graduation fee is charged to all December, May and August graduates.
A $55/semester international-student fee is charged to all international students.
A $25 late-registration fee is charged for any student failing to register by the specified date.
A $25 returned-check fee is charged for any check that is returned for non-sufficient funds (NSF).

A $50 annual parking registration fee is charged to all full-time day students. A $15 annual parking registration fee is charged to all part-time day students. See Parking and Traffic Regulations brochure.

The following fees will be deducted from the $250 room deposit of any resident student who cancels their contract by the date indicated below:

Returning Students
- Prior to May 1, $100 of their room deposit is forfeited.
- After May 1, the entire room deposit is forfeited.

New Students
- Prior to May 1, the entire room deposit will be returned.
- After May 1, the entire room deposit is forfeited.

A $35/semester Health Center fee is charged to all full-time day, all international students, full-time evening and graduate students who use the Health Center and any student that has purchased insurance through the University.

Health Insurance
All full-time students are required to have health-insurance coverage through their family policy, an individual policy or through the University-sponsored health and accident plan. Full-time graduate students may choose to be enrolled in the University-sponsored plan. Please note that enrollment in the University-sponsored plan requires students to also pay the semester Student Health Center fee.

In adherence with immigration laws, international students are required to have health-insurance coverage. Documentation of adequate health insurance must be provided to the Student Health Center by the second Friday in September for the fall semester and by the first Friday in February for the spring semester. If documentation of adequate health insurance is not provided, the Business Office will charge the student’s account for the University-sponsored health and accident plan.

For more information about University requirements and the University-sponsored health insurance plan, visit www.PhlaiU.edu/healthservices on the web.

IX. Check-Cashing Service
Any student with a valid student I.D. may cash personal checks up to $100 per day at the Cashier’s Office during posted hours.

Philadelphia University is an affirmative action, equal opportunity institution.

School House Lane & Henry Avenue • Philadelphia, PA 19144-5497
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