

---

**EXPENSES**

---

**Application Fee**

A non-refundable fee of \$30 is charged for processing each new application for admission. This fee is not applicable to other College expenses.

**Reservation and Contingency Deposit****FULL-TIME DEGREE-SEEKING STUDENTS**

Lynchburg College limits the number of full-time students so it can maintain the highest possible quality education.

Individuals who have been accepted for admission to the College as traditional-age or Access (age 25 or older) full-time students must confirm their intention to enroll by making a deposit of \$300 by May 1 or within two weeks of admission if accepted after May 1. In addition, students who will reside on campus must reserve their room by paying a second deposit of \$200, also due by May 1 or within two weeks of admission if accepted after May 1. These two deposits will serve to reserve a space for each new entering student for the first semester. At the beginning of that semester, the \$200 room deposit will be applied to that semester's room charge. The \$300 will serve as a contingency deposit for the duration of enrollment at Lynchburg College; therefore, this \$300 may not be used for any other purpose. Under certain circumstances, students may receive an extension of the deposit due date. The request must be made in writing and submitted to the Office of Enrollment Services.

Deposits will be refunded only if the Office of Enrollment Services is notified in writing prior to May 1. For students admitted through early decision, the \$300 deposit is non-refundable.

**PART-TIME DEGREE-SEEKING STUDENTS**

Individuals who have been accepted for admission to the College as traditional age or Access (age 25 and older) part-time students must confirm their intention to enroll by making a deposit of \$100 by May 1 or within two weeks of admission if accepted after May 1. This deposit will serve to reserve a space for each new entering student for the first semester.

Deposits will be refunded only if the Office of Enrollment Services is notified in writing prior to May 1.

**Contingency Deposit Refund****CURRENTLY ENROLLED STUDENTS**

Students who are enrolled for the fall semester but elect not to continue their enrollment for the spring semester must notify the Business Office in writing on or before the last day of the fall semester examination period or forfeit the contingency deposit.

Students who are enrolled for the spring semester but elect not to return for the fall semester must notify the Business Office in writing prior to June 1 or forfeit the contingency deposit (if they have not paid the enrollment deposit for the fall).

**GRADUATING STUDENTS**

No application for the deposit refund is necessary. Refunds to graduating students will be mailed after the end of the semester. Any unpaid charges for property damage, loss of equipment, parking fines, library service, and the like will be deducted from the deposit and any remaining balance will be returned.

**Continuing Student Enrollment Deposit**

To serve returning students adequately, the College must know by spring of each year how many students will return in the fall. Therefore, each resident student should pay a \$600 enrollment deposit and each non-resident student should pay a \$200 enrollment deposit by February 28. This deposit will be applied to tuition, room, and board charges for the fall and must be repaid each year a student plans to enroll.

**Continuing Student Enrollment Deposit Refund**

A student who withdraws from the College prior to June 1 will receive a refund of 100 percent of the enrollment deposit; a student who withdraws June 1 or later is not entitled to any refund.

**Tuition, Room, and Meal Plan Rates**

**FULL-TIME TRADITIONAL-AGE STUDENTS**

All charges are to be paid on or before August 1 and January 2 for the respective fall and spring semesters of the 2016-17 academic session. A late payment fee of \$75 will be added if payment is not received (or other arrangements made with the Business Office) by that date.

The rates for full-time students (those taking twelve to eighteen hours a semester) normally increase each year by action of the Board of Trustees.

<b>Rates</b>	<b>Each Semester</b>
Tuition	\$17,825.00
Room:	
Residence hall room-double occupancy	\$2,580.00
Residence hall room-single occupancy*	\$2,880.00
Residence hall pod-double occupancy*	\$2,680.00
Apartment/house room-double occupancy*	\$2,780.00-\$2,980.00
Apartment/house room-single occupancy*	\$3,080.00-\$3,280.00
Townhouse-double occupancy*	\$3,280.00
Townhouse-single occupancy*	\$3,780.00
Peakview Hall - single occupancy*	\$3,780.00
* Available only on a limited basis	

**Meal Plans:** All students living in College housing must have a meal plan.

160-meal plan.....	\$2,080.00
192-meal plan.....	\$2,180.00
224-meal plan.....	\$2,280.00
256-meal plan.....	\$2,380.00
304-meal plan.....	\$2,480.00

**Overload Fees**

Students taking more than eighteen hours in a semester are charged an additional fee per semester hour over eighteen hours after the first three weeks.

Rate (per semester hour).....	\$490.00
Rate for Auditing (per semester hour).....	\$245.00

Tuition, supplemented by other College funds, covers the costs of instruction, certain health services, certain recreational facilities, the Fine Arts and Lecture series, and many student activities including publications, athletics, theater productions, music groups, and religious services.

Students who live off campus may participate in the College's dining program. The Business Office will provide information and rates upon request.

**PART-TIME STUDENTS**

2016-17 Rates

Tuition for 7 or fewer hours (per semester hour) .....	\$490.00
Tuition for more than 7 hours (per semester hour).....	\$980.00
Tuition for auditing (per semester hour) .....	\$245.00

**ACCESS STUDENTS (AGE 25 AND OLDER)**

2016-17 Rates

Tuition (per semester hour) .....	\$490.00
Tuition for auditing (per semester hour) .....	\$245.00

The above rates for Access students (age 25 and older) have already been reduced by the 50 percent discount they receive. (See the Transfer and Access students section under Admissions.)

**JANUARY AND SUMMER TUITION**

The above tuition rates apply to the fall and spring semesters. Winter (J-term) and summer terms are optional and incur a separate tuition fee for those students who elect to participate. During the winter and summer terms all students (full-time, part-time, or Access) are charged tuition on a credit-hour basis as follows:

Summer 2016 (per credit hour) .....	\$490.00
January 2017 (per credit hour) .....	\$490.00

**Student Activities Fee**

The Student Activities Fee provides support for student activities and organizations. The funds are managed by the Student Government Association in accordance with standard Lynchburg College accounting practices. The fee is charged on a semester basis to all full-time students and is refunded using the same guidelines as tuition refunds.

2016-17 Rates

Traditional-age students .....	\$105.00
Access (age 25 and older) students .....	\$32.50

**Comprehensive Technology Fee (Resident Students)**

The comprehensive technology fee is used to provide technology-related services to resident students including network access, computer labs, telephone service, and cable television.

2016-17 Rate

Full-time resident students (per semester)..... \$300.00

**Technology Fee**

The technology fee is used to purchase or upgrade computers for classrooms and computer labs, and the cost of operating the computer labs.

2016-17 Rates

Full-time non-resident students (per semester) ..... \$60.00

Part-time non-resident students (per credit hour)..... \$5.10

**Facilities Fee**

The facilities fee is used for the construction, maintenance, and operation of new facilities for student activities.

2016-17 Rate

Full-time traditional-age students (per semester).....\$80.00

**Special Fees**

2016-17 Rates

Private Music Fees

Undergraduate full-time traditional-age credit students

(per semester half-hour) ..... \$295.00\*

This fee is in addition to the appropriate tuition and is refundable on the same basis as tuition. Private music charges are excluded from an overload charge.

Access and part-time credit students

(per semester half-hour) ..... \$345.00

Non-credit lessons

(per semester for half-hour of instruction) ..... \$320.00

For non-credit lessons, register in the Music Department. Do not register with the registrar's office.

Late Registration Fee..... \$ 5.00

Out-of-Residence Graduation Fee..... \$100.00

International Student Orientation Fee ..... \$100.00

\*EXCEPTION: For full-time music majors the cost is exempt for the one hour of instruction in their area of performance concentration, not to exceed 8 classes or 1 per semester; however, full-time, non-traditional-age students must pay the tuition credit portion of the fee.

Residence hall damages, parking fines, library fines, and the like are payable when invoiced.

Several programs require fees in addition to tuition. Among these are the equestrian team, nursing, music, athletic training, art, lab, and certain specialized courses in other programs. These fees are typically noted on the course syllabus and in individual course descriptions.

Tuition, room, board, and other fees may be subject to change by the Board of Trustees at its discretion.

### Method of Payment

#### FULL-TIME TRADITIONAL-AGE STUDENTS

Payment of all fees is required by August 1 for the fall semester and by January 2 for the spring semester. All checks should be made payable to Lynchburg College and sent with a signed copy of the financial plan invoice to the attention of student accounts in the Business Office.

The College also provides a monthly payment plan through automatic bank drafts. Information concerning this payment plan may be obtained online at the following website: [www.lynchburg.edu/business-finance/bank-drafts](http://www.lynchburg.edu/business-finance/bank-drafts). The website to make online payments is [www.lynchburg.edu/payments](http://www.lynchburg.edu/payments).

Failure to satisfy general obligations, as well as those incurred for any other fee or fines, will result in interest charges of 1.5 percent per month and may result in denial of class attendance, grade transcripts, diplomas, dining hall and residence hall privileges, and reenrollment. The College considers the charges for tuition, room, board, and other expenses to be a joint obligation of both parents and students.

#### ACCESS AND PART-TIME STUDENTS

Payment of all charges is required by August 1 for the fall semester and by January 2 for the spring semester. Methods of payment include cash, check, MasterCard, VISA, Discover, and American Express.

Failure to satisfy general obligations, as well as obligations incurred for any other fee or fines, will result in interest charges of 1.5 percent per month and may result in denial of class attendance, grade transcripts, diplomas, dining hall and residence hall privileges, and reenrollment. The College considers the charges for tuition, room, board, and other expenses to be joint obligations of both parents and students.

### Withdrawal Refund Policy

A student who withdraws or is separated from the College for any reason prior to the beginning of a semester will receive a credit in full for that semester. A student who withdraws or is separated from the College for any reason other than a physical disability once the semester has started will receive a credit of the proportionate share of the fees including tuition, room and board on the following basis:

During the first two weeks of the semester	90 percent of total fees
During the second two weeks	50 percent of total fees
From the fifth week through the eighth week	25 percent of total fees
After the eighth week of the semester	No Credit

For medical withdrawals, in which students are disabled for the remainder of the semester (as certified by a legally qualified physician), the total tuition, room, and board charges (not including the Hornet plan) for the semester are prorated and the unused portion is credited.

In the event the College takes a recess from classes during a pandemic, students will continue to be enrolled. There would be no credit for the semes-

ter charges for tuition, room or board unless a student officially withdraws. In those cases, the credit would be based on which week in the semester the student officially withdraws.

**Refund Procedure**

If a credit balance is created on the student's account, reimbursement of this credit balance will be processed as soon as possible. The refund procedure is an involved process that requires a minimum of one week to complete, except at the beginning of each semester when a minimum of two weeks is necessary.

All unpaid charges including College account balances will be deducted first.

Federal regulations governing Title IV financial aid programs require that the Lynchburg College Office of Financial Aid determine the amount of the refund that must be paid back to the financial aid programs if the student received aid for educational expenses. Therefore, some or all of a student's refund may be allocated to financial aid programs and not refunded to the student.

**Student Accounts**

Students are encouraged to monitor their account information by visiting “myLC” at <https://myLC.lynchburg.edu> and clicking the Students Online icon.