



Bursar's Office

Minimester 2011 Registration and Billing Schedule

| In-person registration, Web registration | E-Bill Statement Available | Bill due date | \$75 late fee charged | Schedules cancelled |
|--|----------------------------|---------------|-----------------------|--|
| Oct 11 - Oct 28, 2010 | Oct 29 | Jan 4, 2011 | After Jan 4, 2011 | No cancellation of class schedule will occur. The financial obligation is the responsibility of the student. In order to receive 100% adjustment of tuition and fee, you must drop by Jan 4, 2011 |
| Oct 29 - Nov 10, 2010 | Nov 11 | Jan 4, 2011 | After Jan 4, 2011 | |
| Nov 11 - Nov 29, 2010 | Nov 30 | Jan 4, 2011 | After Jan 4, 2011 | |
| Nov 30 - Dec 15, 2010 | Dec 16 | Jan 4, 2011 | After Jan 4, 2011 | |
| Dec 16, 2010 - Jan 5, 2011 | Jan 6 | Feb 8, 2011 | After Feb 8, 2011 | |
| Jan 6 - Jan 19, 2011 | Jan 20 | Feb 8, 2011 | After Feb 8, 2011 | |

Registration Restrictions

If you have a university account balance in excess of \$200, you will not be allowed to register.

eBill Notification and Payment

Payment of electronic tuition bill (eBill) is the responsibility of the student and is due to the university each term. Notification that an eBill has been issued is communicated to each student via their TU campus email. Failure to pay or provide financial aid or third party documentation to cover the eBill statement balance does not discharge the financial obligation, including any late payment assessments. **If you do not receive an eBill notification at least one week prior to your payment due date, call the Bursar's Office at 410-704-2100 or 1-888-5BURSAR.**

Securing or Canceling Your Schedule

If your account balance reflects a credit or zero balance, your class schedule will be secured for the term. If your account reflects a credit or zero balance and you choose NOT to attend the upcoming term, you MUST drop all of your

classes by the end of the Change of Schedule period in order to receive a 100 percent refund of tuition and fees. You must withdraw online through Self Service. To withdraw online, login to Towson Online Services and click on Self Service> Student Center> Enroll/Drop. Notification to the instructor does not constitute a proper withdrawal.

If you fail to withdraw in the proper manner and timeframe, you will be financially responsible for all term charges. A \$75 late fee is assessed to any student who does not pay in full or establish a payment plan with the university by their bill payment deadline.

- [Office of the Registrar](#)

The Bursar's Office

Enrollment Service Center, Room 336 ([map](#))

Hours: Monday - Friday, 8 a.m. - 5 p.m. (Customer Service Center)

Monday - Friday, 8:30 a.m. - 4:00 p.m. (Payment and Rebate Check Disbursement Center)

1-888-5BURSAR (toll free)

Phone: 410-704-2100

Fax: 410-704-2185

E-mail: lwerner@towson.edu

[Administration and Finance Questions](#)



Bursar's Office

Minimester 2011 Refund Dates

No cancellation of class schedule will occur for the Minimester. If you choose not to attend Towson University, you must withdraw online through Self Service. To withdraw online, login to Towson Online Services and click on Self Service> Student Center> Enroll/Drop. Notification to the instructor does not constitute a proper withdrawal. If you fail to officially withdraw you will be financially responsible for all term charges.

You must drop all your classes by January 4, 2011 in order to receive a 100 percent refund of tuition and fees. The last date on which you withdraw online from a class determines the percentage of your refund.

Please allow four to six weeks for receipt of a refund check.

| Dates | Refund Percent | Tuition and Fees |
|---------------------------|----------------|------------------|
| Through January 4, 2011 | 100% | Tuition and Fees |
| January 5, 2011 | 50% | Tuition Only |
| January 6, 2011 and after | 0% | None |

Refund Process

Any unpaid charges on a student's financial account with the university will be subtracted from any refund prior to processing a refund request. For payments made by credit card, refunds will be credited to the original credit card account and will be reflected on the credit card monthly statement. For each term, credit card refunds will be processed after the term's Change of Schedule period. However, students may ask for a credit card refund prior to this by contacting the Bursar's Office. If a student receives a refund of amounts charged to a credit card, the credit card owners are responsible for paying any and all interest charges accrued on the credit card.

Questions regarding refunds should be referred to the Bursar's Office, Enrollment Services Center, Room 336, 410-704-2100, or call toll free 1-888-5BURSAR.

- [Exceptions to Refund Policy](#)

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Enrollment Service Center, Room 336

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Monday - Friday, 8:30 a.m. - 4:00 p.m. (Payment and Rebate Check
Disbursement Center)

1-888-5BURSAR (toll free)
Phone: 410-704-2100
Fax: 410-704-6043
E-mail: lwarner@towson.edu



Bursar's Office

Minimester 2011 Tuition and Fee Information

Tuition and fees are subject to change by the Board of Regents. A \$75 late fee will be assessed for any billing statement processed after published processing deadlines.

Undergraduate

| Tuition | Mandatory Fees | | |
|----------------|--|---|---|
| In-State | University Fee | Student Government Association Fee | Technology Fee |
| \$232 per unit | \$86 per unit - Athletic Fee: \$23/unit - Auxiliary Services Fees: \$63/unit | \$3 per unit, not to exceed \$40 per term | \$7 per unit, not to exceed \$77 per term |

| Tuition | Mandatory Fees | | |
|----------------|--|---|---|
| Out-of-State | University Fee | Student Government Association Fee | Technology Fee |
| \$641 per unit | \$86 per unit - Athletic Fee: \$23/unit - Auxiliary Services Fees: \$63/unit | \$3 per unit, not to exceed \$40 per term | \$7 per unit, not to exceed \$77 per term |

Graduate

| Tuition | Mandatory Fees | | |
|----------------|--|------------------------------------|---|
| In-State | University Fee | Student Government Association Fee | Technology Fee |
| \$324 per unit | \$86 per unit - Athletic Fee: \$23/unit - Auxiliary Services Fees: \$63/unit | \$2 per unit | \$7 per unit, not to exceed \$77 per term |

| Tuition | Mandatory Fees | | |
|---------|----------------|--------------------|------------|
| Out-of- | University Fee | Student Government | Technology |

| State | | Association Fee | Fee |
|----------------|--|-----------------|---|
| \$681 per unit | \$86 per unit - <i>Athletic Fee: \$23/unit</i> - <i>Auxiliary Services Fees: \$63/unit</i> | \$2 per unit | \$7 per unit, not to exceed \$77 per term |

You must drop by January 4, 2011 to receive 100% adjustment of tuition and fees.

Processing of electronic tuition bill (eBill) is the responsibility of the student and is due to the university each term. The eBill notice is communicated to each student via their TU campus email. Failure to satisfy the eBill statement balance does not discharge the financial obligation or late payment assessments and may result in the cancellation of your class schedule. The Billing schedule and due date are presented below. **If you have not received an eBill notification at least one week prior to your processing due date, call the Bursar's Office at 410-704-2100 or 1-888-5BURSAR.**

- [Registration and Billing Schedule](#)
- [Minimester Refund Schedule](#)
- [Projected Four-Year University Costs](#)

Other Rate Structures

Satellite Campus Rate Structure

Satellite Locations 25 Miles or More from Towson University

Towson University offers reduced mandatory university fees and excludes the technology fee for classes taken at satellite locations 25 miles or more from the TU campus. Regular tuition rates apply.

Note: Regular fees are assessed for classes that do not qualify for the satellite location rate reduction.

- Undergraduate classes are assessed \$38 per unit for mandatory university fees, and exclude the technology fee and student gov't assoc fee, for 11 or fewer units taken at satellite locations 25 miles or more from campus.
- Undergraduate classes are assessed a \$456 flat mandatory university fee, and exclude the technology fee and student gov't assoc fee, for 12 or more units taken at satellite locations 25 miles or more from campus.
- Graduate-level classes taken at satellite locations 25 miles or more from campus are assessed \$38 per unit, and exclude the technology fee and student gov't assoc fee.

Satellite Locations Within 25 Miles of Towson University's Campus

The technology fee is excluded for undergraduate and graduate classes held at locations within a 25-mile radius of the TU campus. Regular tuition rates and other fees apply.

This reduced rate structure may not apply to some special programs.

Center for Applied Information Technology

Classes offered by the Center for Applied Information Technology (AIT courses) have a different rate structure from university rates.

| Applied Information Technology - Master of Science (AIT Courses) | |
|---|-------------------|
| Tuition AIT Program (Except AIT 500, 501 and 885) | \$1446 per course |
| Tuition - AIT 500 | \$1808 per course |
| Tuition - AIT 501 | \$1567 per course |
| Tuition - AIT 885 | \$ 482 per course |
| Applied Information Technology - Doctoral Program (AIT Courses) | |
| Tuition - Doctorate Courses | \$ 600 per unit |

- [Center for Applied Information Technology](#)

TU/UB Joint Master's in Accounting and Business Advisory Services

Students in the Towson University and University of Baltimore joint master's degree program in Accounting and Business Advisory Services are assessed tuition and fees based on the University of Baltimore's graduate rates. For classes not part of this joint program, tuition and fees will be assessed according to Towson University's rates. The University of Baltimore graduate rate structure is presented on their Web site.

- [University of Baltimore rate structure](#)

UB/Towson Master of Business Administration (MBA)

Students in the Towson University and University of Baltimore (UB/Towson) Master of Business Administration program are assessed tuition and fees based on the University of Baltimore's graduate rates. This rate structure is presented on the University of Baltimore Web site.

- [University of Baltimore rate structure](#)

Please note that notwithstanding any other provision of this or any other Towson University publication, the university reserves the right to make changes in tuition, fees and other charges at any time such changes are deemed necessary by Towson University and the University System of Maryland Board of Regents.

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