



Bursar's Office

Summer Trimester 2010 Refund Dates

Notification to the instructor does not constitute proper withdrawal from class. All refund percentages are based on the official start of the session. Please allow four to six weeks for receipt of a refund check.

No cancellation of class schedule will occur for Summer Trimester. The financial obligation is the responsibility of the student. In order to receive 100 percent refund of tuition and fees, you must drop by the end of the change of schedule period for the class session.

Session	100% Refund* Through Change of Schedule	50% Refund**	No Refund
I, III	1st - 3rd calendar day of session	4th - 10th calendar day of session	11th calendar day of session or later
II	1st - 4th calendar day of session	5th - 10th calendar day of session	11th calendar day of session or later
IV	1st - 5th calendar day of session	6th - 18th calendar day of session	19th calendar day of session or later

* Refund - tuition and fees

** Refund - tuition only

Length of Workshop	100% Refund*	50% Refund**	No Refund
1 week	1st day	2nd day	3rd day or later
2 weeks	1st day	2nd to 4th day	5th day or later
3 weeks	1st and 2nd day	3rd to 6th day	7th day or later
4 weeks	1st and 2nd day	3rd to 8th day	9th day or later

* Refund - tuition and fees

** Refund - tuition only

Summer Trimester 2010 Refund Dates

Session I	Dates	Refund Percent	Tuition and/or Fees
Session I	Through May 26, 2010	100%	Tuition and Fees
Session I	May 27 through June 2, 2010	50%	Tuition Only

Session I	June 3, 2010 and after	0%	No Refund
Session II	Dates	Refund Percent	Tuition and/or Fees
Session II	Through May 27, 2010	100%	Tuition and Fees
Session II	May 28 - June 2, 2010	50%	Tuition Only
Session II	June 3, 2010 and after	0%	No Refund
Session III	Dates	Refund Percent	Tuition and/or Fees
Session III	Through June 30, 2010	100%	Tuition and Fees
Session III	July 1 through 7, 2010	50%	Tuition Only
Session III	July 8, 2010 and after	0%	No Refund
Session IV	Dates	Refund Percent	Tuition and/or Fees
Session IV	Through May 28, 2010	100%	Tuition and Fees
Session IV	May 29 through June 10, 2010	50%	Tuition Only
Session IV	June 11, 2010 and after	0%	No Refund

Refund Process

Any unpaid charges on a student's financial account with the university at the time of the refund will be subtracted prior to processing the 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. Credit card owners are responsible for paying any and all interest charges accrued on the credit card account and will be reflected on the credit card statement.

Credit card payments are refunded using the following practice: for each session credit card refunds will be processed after the change of schedule period. Students may ask for credit card refund prior to this period by contacting the Bursar's Office at 410-704-2100 or 1-888-5-BURSAR.

- [Exceptions to Refund Policy](#)

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: 410-704-6043
 E-mail: lwarner@towson.edu

[Administration and Finance Questions](#)



Bursar's Office

Summer Trimester 2010 Registration and Billing Schedule

PeopleSoft, in-person registration	eBills Available	Bill payment due date	\$75 late fee range	
Mar 8 - March 31, 2010	April 1	May 3, 2010	After payment due date	No cancellation of class schedule will occur. The financial obligation is the responsibility of the student. In order to receive 100% refund of tuition and fees, you must drop by the end of the change of schedule period for the class session.
April 1 - April 15, 2010	April 16	May 3, 2010		
April 16 - May 6, 2010	May 7	May 21, 2010		
May 7 - June 1, 2010	June 2	June 16, 2010		
June 2 - June 23, 2010	June 24	July 7, 2010		
June 24- June 30, 2010	July 1	July 14, 2010		

Summer Trimester 2010 Session Information

Session I: (5W1)	May 24 - June 25	
	Change of Schedule:	May 24 - May 26
	Withdrawal Deadline:	June 14
Session II: (7W1)	May 24 - July 14	
	Change of Schedule:	May 24 - May 27
	Withdrawal Deadline:	June 21
Session III: (5W2)	June 28 - July 30	
	Change of Schedule:	June 28 - 30
	Withdrawal Deadline:	July 19
Session IV: (10W)	May 24 - July 30	
	Change of Schedule:	May 24 - May 28
	Withdrawal Deadline :	July 6

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](#)

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Summer Trimester 2010 Tuition and Fee Information

Tuition and fees, other rate structures and the Summer Trimester session schedule are listed below.

(Rates are subject to change.)

Undergraduate

In State Tuition	University Fee	Student Government Association Fee	Technology Fee
\$232 per unit	\$67 per unit	\$3 per unit - up to \$40 per semester	\$7 per unit - up to \$77 per semester
Out of State Tuition	University Fee	Student Government Association Fee	Technology Fee
\$641 per unit	\$67 per unit	\$3 per unit - up to \$40 per semester	\$7 per unit - up to \$77 per semester

Graduate

In State Tuition	University Fee	Student Government Association Fee	Technology Fee
\$324 per unit	\$67 per unit	\$2 per unit	\$7 per unit - up to \$77 per semester
Out of State Tuition	University Fee	Student Government Association Fee	Technology Fee
\$681 per unit	\$67 per unit	\$2 per unit	\$7 per unit - up to \$77 per semester

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](#)
- [Summer Trimester Refund Schedule](#)

Other Rate Structures

Satellite Campus Rate Structure For Summer Trimester

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 government association 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 government association 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 government association 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. For more information, see the CAIT Web site.

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
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- [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](#)

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