

University of Wisconsin - Fox Valley

Winter Term 2010 Fee Information

Winter Term begins Tuesday, January 5. **An invoice for semester tuition and fees will NOT be mailed to students.** Students are strongly advised to make use of the PRISM on-line program to access and monitor information regarding tuition and account balances, and payments. Call the Business Services Office at 920-832-2613, or stop in for information about your fees if you are not clear about the amount due. If you have questions regarding the courses for which you are registered, call the Student Services Office at 920-832-2620.

Registration and Financial Liability

Upon registration for classes, you are considered financially committed to UW-Fox Valley. This means if you want to withdraw from any or all of your classes you must officially withdraw by contacting Student Services or you will owe full tuition and fees. (Students will not be withdrawn for not paying the balance of tuition owed.) The balance of fees owed must be paid at the time of registration or on or before January 5, 2010. A \$100 late payment fee will be assessed for failure to pay the balance by the due date.

Fee Schedule

Payment must be received on or before Tuesday, January 5, 2010. Fees for Winter Term 2010 are as follows:

Credits	Resident Fees	Non-Resident Fees
1	\$177.83	\$ 468.82
2	\$355.66	\$ 937.64
3	\$533.49	\$1,406.46
4	\$711.32	\$1,875.28
5	\$889.15	\$2,344.10
6	\$1,066.98	\$2,812.92
7+	+\$177.83/credit	+\$468.82/credit

A special course fee of \$1,122.17 is added to the tuition amount for EDU 211 (\$1,300.00 total).

Payment of Fees

Payment must be received on or before Tuesday, January 5, 2010. Payment may be made by cash, check, or money order. Make checks payable to UW-Fox Valley. Be sure to include your name and student identification number or social security number on the check. Payment by credit card (Master Card, or Discover) may be made only through your PRISM account, and will include a \$15 service fee. You may also pay by electronic check through your PRISM account with no service fee.

For checks returned because of non-sufficient funds, there is a \$20.00 charge, plus any financial institution charges. If the check is made good after January 5, 2010, a \$100 late payment assessment will be charged.

Pay your fees by mail for your convenience and to avoid lines. Address your envelope to: Business Services Office, UW-Fox Valley, 1478 Midway Road, Menasha, WI 54952-1297. To receive a receipt, include a self-addressed stamped envelope. Payment may be made at the Business Services Office during business hours as listed at the end of this publication. A depository box at the Business Services Office is available for payments at any time during building hours. Deposits made after office hours will be credited the next business day.

Dropping Credits/Withdrawal

If you decide to drop a class or to not attend any classes, your fees will **NOT** be adjusted until you officially drop the course(s). Students who do not attend the FIRST class meeting of a course MAY be dropped from that course. There is no refund for courses dropped after January 17, 2010. Consult with the Business Services Office for details. Course Drop and Withdrawal forms are available from the Student Services Office. The date the Student Services Office receives your form is the official date of your action. If you drop or withdraw by mail, the postmark date is the official date.

Withdrawal from Winter Term classes on or after December 22, 2009 through January 10, 2010 requires payment of a \$100 withdrawal fee. Withdrawal made on or after January 11, 2010, requires payment of 75% of class fees; withdrawal after January 17, 2010, requires payment of 100% of class fees.

Financial Aid

Financial aid is not available for the Winter Term.

Refund Policy

If you withdraw from this university or drop a course, your refund will be mailed to you. The amount of your refund will be based on the official date of your withdrawal or course drop. It will be calculated according to the following schedule:

- December 22 - January 10: 100% minus the \$100 withdrawal fee
- January 11-January 17: 25%
- After January 17: No refund

Business Services Office Office Hours

The regular office hours for the UW-Fox Valley Business Services Office are: Monday through Friday, 8:00 a.m. to 4:00 p.m.

Student Services Office Office Hours

The regular office hours for the UW-Fox Valley Student Services Office are:
Monday and Tuesday, 8:00 a.m. to 7:00 p.m.
Wednesday through Friday, 8:00 a.m. to 4:30 p.m.

Telephone Numbers

Business Services Office: 920-832-2613
Student Services Office: 920-832-2620. Please call if you have any questions about your schedule or account.