

## LINCOLN UNIVERSITY

### GENERAL STATEMENT REGARDING SCHOOL FEES FOR 2003-2004 ESTIMATED STANDARD CHARGES FOR PENNSYLVANIA STUDENTS MASTER OF HUMAN SERVICES PROGRAM

	<b>FALL SEMESTER</b>	<b>SPRING SEMESTER</b>	<b>2003-04 TOTAL</b>
Tuition	\$3,502	\$3,502	\$7,004
General Fee	285	285	570
Duplicating Fee	50	50	100
Technology Fee	117	117	234
Graduation Fee (Dec. or May grads)	122		122
<b>TOTAL</b>	<b>\$4,076</b>	<b>\$3,954</b>	<b>\$8,030</b>

#### **REGULATIONS GOVERNING PAYMENT OF SCHOOL EXPENSES**

An invoice will be forwarded to your attention for the next semester's charges. Only accepted and completed financial aid awards should be utilized to reduce the balance of your student account. Late applications for financial aid, unless approved prior to registration, will not be utilized to reduce the balance of your student account. Any balance due must be paid in full or satisfied with a Tuition Management Systems (TMS) budget 1-800-722-4867.

Fall Semester            Full payment or TMS budget required prior to registration  
Spring Semester            Full payment or TMS budget required prior to  
registration

#### **MANAGEMENT OF STUDENT FINANCES**

Failure to satisfy financial obligations, in accordance with University policy, will result in the revocation of pre-registration and registration privileges. Restrictions will also be placed on the release of all academic records.

#### **REFUND POLICY**

Tuition only is refundable upon withdrawal of a student for other than disciplinary reasons. No refunds will be made for the general fee, duplicating fee, technology fee, or the Amtrak Transportation Plan.

Tuition is refunded on the following schedule:

Between one and two weeks	80%
Between two and three weeks	60%
Between three and four weeks	40%
Between four and five weeks	20%
Over five weeks	0%

**REMITTANCES**

Acceptable forms of payment are cashier's check, certified check, money order, cash and MAC debit (*in person only*), Visa, MasterCard, American Express and Discover. Personal checks will not be accepted, unless they are certified by a bank. Written authorization is required for all mail-in credit card payments. The authorization must include credit card number and expiration date, amount to charge, cardholder's signature; and the student's name and social security number. Money Access Card (MAC) transactions will not be processed for an amount greater than the balance due.

All remittances should be made payable to "Lincoln University" and forwarded to the following address:

Attn: Office of the Bursar  
Lincoln University  
P.O. Box 179 MSC190  
Lincoln University PA 19352-0999