

## **Payment of Registration Expenses**

The payment of charges for tuition, fees, room, and board is part of the registration process. Troy University encourages full payment of all tuition and related fees by the last day of the regular registration period for the current semester or term. Payment of fees may be made on-line using Trojan Web Express or at the office of the Student Financial Services. Troy University accepts Visa, MasterCard, Discover, money orders, checks, and cash.

## **Payment Plan**

Troy University offers a tuition and fees payment plan which helps in budgeting college costs but requires financial planning by students and their families.

Students are required to pay all previous term balances and one-third of all semester charges by the last day of regular registration for the current semester or term in order for registration to be complete. Students with an account balance after the first payment due date will be assessed a \$25.00 payment plan fee. To meet the one-third requirement, students may apply the following:

- Awarded institutional scholarship
- Awarded financial aid
- Payment by cash, check, money order, or credit card

The remaining semester balance may be paid in two installments. Failure to pay the entire balance of tuition and fees by the third payment date will result in a late fee of \$50.00. Also, failure to satisfy financial obligations to the University will result in having a restriction placed on future class registrations, possibly having the account assigned to a collection agency, and non-release of transcripts. *The essential ingredient for a successful registration is for students to plan early.*

## **Payment of Account Summary**

- At least one third of all tuition, fees, and charges are payable by the last day of regular registration. If the 1/3

refundable.

- *Housing application fee:* This fee is non-refundable.
- *Housing charges:* Room/apartment rent is non-refundable once the term begins.
- *Board charges:* Meal plans are refundable on a pro-rata basis in units of one week. A fractional part of a week will be counted as one week.
- *Special note:* Students who register, do not attend, and do not follow official withdrawal procedures will be responsible for all semester charges including room and board.

Refunds will be applied to any outstanding obligations and to any scholarship, grant, or loan received for the semester or term.

Students may encounter extenuating circumstances that warrant an exception to the refund policy.

### **Withdrawals for Students Receiving Title IV Aid**

In addition to the above, if a student is a recipient of Title IV aid [Pell Grant, Supplemental Education Opportunity Grant (SEOG), Stafford Loans, Plus Loan, and Perkins Loan], federal regulations administered through the U.S. Department of Education will apply. If a recipient of Title IV aid withdraws during the term, the university will calculate the amount of aid the student did not earn, and the unearned portion will be returned to the Title IV programs. The student is responsible for any charges which are