

Tuition, Fees & Residency

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Cost of an Academic Year's Work

Educational expenses for which to plan include tuition, programmatic fees, student activities fees, room, board, and books. The Office of Enrollment Services provides an estimate of the total cost of attendance (<http://admissions.wvutech.edu/cost-and-aid/tuition-fees-and-other-costs>) for an academic year at WVU Institute of Technology. This estimate includes University tuition and fees, estimated campus room and board, but may not include indirect educational expenses such as books and supplies, transportation, and personal expenses.

The student enrolled in 12 or more credit hours is classified for purposes of tuition and fees as a full-time student. The student enrolled for fewer than 12 hours is classified for purposes of tuition and fees as a part-time student. The student who audits a course does not receive academic credit, but is charged the same as if the course was being taken for credit.

Tuition and Fees

Tuition and fee structures vary by residency classification and academic program at WVU. Students are charged for University tuition, college/school tuition, and University fees. In some cases, students are charged an additional fee for WVU Online courses or programs. Senior citizens (<https://admissions.wvu.edu/how-to-apply/senior-citizen-students>) of West Virginia (age 65 and older) may take courses at WVU for reduced tuition and fees.

Identification Card

Student Identification Cards are required of all students and are used for library privileges, admission to athletic events and facilities, social activities, student health services, and other college functions.

Student ID Cards may be obtained free of charge in the One Stop Shop, located in the Benedum Center 110. There is a fee of \$20.00 to replace lost or mutilated cards. To obtain or replace a student identification card, please call 304.929.0333 or visit the Benedum Center.

Residency Classification

The Residency Policy is established by BOG (<https://policies.wvu.edu/finalized-bog-rules>) Academics Rule 2.4, Residency Status for Admission, Tuition, and Fee Purposes. The West Virginia University Institute of Technology's Admission Office assigns a residency classification for admission, tuition, and fee purposes. Students who are legal residents of West Virginia pay "resident" tuition and fees at WVU Institute of Technology; students who are residents of other states and nations pay "non-resident" tuition and fees.

Students who believe they have been incorrectly classified, with respect to residency or who have had a change of status that affects their residency, may submit a petition for reclassification to the Provost. Appeals may be approved at that office or referred to the Residency Committee for further consideration. Appeals that are unsuccessful at that level may be taken to the President as the final level of appeal. The Residency Reclassification Appeal form can be found on the Forms Page (<https://techregistrar.wvutech.edu/forms>) on the Registrar's website. It is important that petitioners include all requested documentation with the appeal form.

Tuition and Fee Regulations

Student accounts may be paid online by electronic check or credit card through the West Virginia University STAR information system. Account details (current charges, payments previously made, and anticipated credits from financial aid and other third-party sources) are available at the WVU Portal accessible at <https://portal.wvu.edu/> (requires user ID and password).

Student accounts may also be paid by mail or in person at the Cashier's Office at the Beckley Student One Stop Shop (Administrative Office) on the third floor of the Learning Resource Center. WVU Institute of Technology accepts payments by cash (do not send cash through the mail), check (payable to WVU Institute of Technology and bearing the Student ID number), money order, or cashier's/bill pay check. Please note that a 2.25% processing fee will be added to all credit card payments beginning July 1, 2015.

Payments by check, money order, or draft are subject to the Non - Sufficient Funds Check Policy, a copy of which is available in the Cashier's Office. A service charge of \$25.00 is assessed for each check returned unpaid by the bank upon which it was drawn, unless the student can obtain an admission of error from the bank. If the check returned by the bank 39 was in payment of tuition and registration fees, the Cashier's Office will declare the fees unpaid and registration cancelled. The return of the check unpaid constitutes late registration and a late fee may be levied. In such case, the student may be reinstated upon redemption of the unpaid check and payment of the \$25.00 insufficient fund check assessment. The service charge on an unpaid, returned check is subject to change in accordance with state law. Please review Tuition and Fee Payment Schedule for important deadlines.

WVU Institute of Technology offers a convenient, low cost payment plan option called TuitionPay which is administered by Higher One. TuitionPay is a monthly installment payment plan that spreads the student's tuition and fees over several months, interest free. There is a small enrollment fee based upon the type of plan that is chosen. To enroll in TuitionPay, please visit the following link: <https://tuitionpay.higherone.com/TuitionPay/Welcome.aspx>.

A 1.5% late fee will be assessed on all outstanding balances greater than and including \$200 on the second day of each month. Therefore, it is important to allow 5-7 business days for payments to be received and posted.

Arrangements for payment from officially accepted scholarships, loan funds, grants, or contracts should be completed prior to the start of classes. Please refer to the academic calendar for specific dates.

Third-party billing may also be arranged. Should the third-party sponsor not pay all assessed charges, the student is responsible for paying the difference by the due date.

WVU Institute of Technology will withhold academic transcripts, diplomas, and official reports about the student's record as long as the student has unpaid financial obligations to the Institution.

Students in debt for a previous semester or term are not permitted to register until all obligations have been paid.

The complete description of billing and payment options may be accessed at <http://studentaccounts.wvu.edu/billing>.

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Refunds of Tuition and Fees for Dropped Classes

If a student drops one or more classes the first week of the semester and has fewer than 12 hours after the drop, the following refund policies apply:

- Tuition, special, and refundable miscellaneous fees are refundable at 100% for the dropped classes during the first week of classes only.
- Refunds of tuition and fees for summer terms will be prorated based on the part of term.
- Laboratory fees are refundable at 100% during the first week of classes only and nonrefundable thereafter.
- Miscellaneous fees that are nonrefundable include transcript fee, graduation fee (if graduating), late payment fee, and reinstatement fee.

Classes dropped after the first week of the term will not be eligible for any refund of tuition and fees, including laboratory fees.

Refunds of Tuition and Fees for Withdrawal from the University

The student who officially withdraws from WVU Tech is eligible for a prorated refund of tuition, special fees, and certain miscellaneous fees, based upon the date of withdrawal. To withdraw officially and receive a refund, the student must submit a completed withdrawal form, available at the Office of the Registrar or on-line at <http://techregistrar.wvutech.edu/forms>. Every effort is made to process refunds within 30 days.

Refund schedules of tuition and fees for official withdrawal are determined by the WV Higher Education Policy Commission, and for the fall and spring semesters are posted online at <http://studentaccounts.wvu.edu/refunds>.

Refund periods for the summer semester, which are considerably abbreviated, are posted online at <http://studentaccounts.wvu.edu/refunds>.

Laboratory fees are refundable during the first week of classes only. Nonrefundable fees include the transcript fee, graduation fee (if graduating), late registration/payment fee.

Exceptions to the refund policy for withdrawal from the University include:

- Students entering the armed services of the United States may be granted full refund of refundable fees (but no course credit) if the call comes before the end of the first three - fourths of the semester. If the call comes after that, full credit for courses may be granted if the student has passing grades at the time of departure. Students must submit a copy of their deployment orders to the WVU Tech Office of the Registrar.
- Students withdrawn administratively due to catastrophic illness or death will be provided a refund as approved by the Dean of Students or a designee.

Questions about WVU Tech's refund policies should be directed to the Cashier's Office.

If a student receives financial aid and withdraws, then the student will be subject to the Refund and Repayment Policy. Federal regulations require that WVU Tech calculate eligibility for students who completely withdraw or are dismissed before completing the enrollment period. Students who receive all unsatisfactory grades (defined as at least one "F" and no passing grades) at the end of the grading period will be considered as unofficially withdrawn.

at the semester mid-point unless documentation is available that demonstrates continued class participation. Application of this policy may result in the necessity for a student to return financial aid funds to various Title IV federal aid programs.

A student earns Title IV federal aid based upon the length of time the student remains enrolled during the enrollment period. Students who withdraw on or before completing more than 60% of the semester may be required to return a portion of federal financial assistance. The determination of 60% of the term is computed by dividing the total number of calendar days in the term into the number of calendar days completed as of the date of withdrawal. Scheduled breaks of five consecutive days or more are excluded. The percentage of Title IV assistance which the student has earned is equal to this percentage of the term completed. If the withdrawal occurs after more than 60% of the term is completed, the percentage earned is considered to be 100%.

If more Title IV aid was disbursed than was earned by the student, WVU Tech is required to return the less of (1) the unearned aid percentage of institutional charges or (2) the unearned aid percentage applied to the total Title IV aid received. The student must return unearned aid for which the student is responsible after subtracting the amount the school will return. Funds are returned in the following priority:

1. Unsubsidized Federal Direct Loan
2. Subsidized Federal Direct Loan
3. Federal Perkins Loan
4. Federal Graduate PLUS Loan
5. Federal PLUS Loan aid
6. Federal Pell Grant
7. Federal SMART Grant
8. Federal SEOG
9. Other Title IV assistance
10. Other federal, state, private, or institutional

If the student earned less Title IV aid than was disbursed, the student is entitled to a post-withdrawal disbursement within 30 days of withdrawal.

The return of financial aid may result in unpaid charges to WVU Tech for tuition/fees and room/board. WVU Tech will bill the student for any balance due. Students who owe a repayment to any federal financial aid program are no longer eligible for financial aid at any post-secondary institution. Eligibility may be regained after repayment is satisfied. If less Title IV aid was disbursed than was earned by the student, the student is entitled to a post-withdrawal disbursement within thirty days of withdrawal. Check with the Financial Aid Office for requirements.

Refunds of Residence Hall Fees

A resident who takes possession of an assigned residence hall space, and officially checks out in accordance with prescribed procedures will receive a refund that is prorated based on the number of days remaining in the term. Termination of the residence hall contract for disciplinary reasons may result in forfeiture of all prepaid fees.

Refunds of Board Fees

Board fees are refunded on a daily prorated basis.

No refunds are provided for housing and board due to closures of the institution as long as the residence halls are open and food service is being provided.