CARDINAL STRITCH
UNIVERSITY

General Information
Academic Year 2013 – 2014

Fall Payment Due – August 19, 2013
Spring Payment Due – January 14, 2014

A preliminary statement of account should be received one week after your registration has been received. Email notifications will be sent to students' CSU email address after the initial statement. Students are responsible for monitoring their student account via my.stritch.edu.

TUITION AND FEES
Per Semester

TUITION

The following links provide information for tuition and fees for the 2012-13 (where applicable) and 2013-14 academic years. Cardinal Stritch University reserves the right to make changes in its schedule of tuition and fees at any time. For complete information on payment arrangements and refund and withdrawal policies, please contact the Business Office at (414) 410-4232 or toll-free (800) 347-8822, ext. 4232.

Undergraduate Programs

- College of Arts and Sciences
- College of Business and Management
- College of Education and Leadership
- Ruth S. Coleman College of Nursing *(A.D.N. and B.S.N. Completion programs)*

Graduate Programs
(Master's, Doctoral and Certification/Licensure)

- College of Arts and Sciences
- College of Business and Management
- College of Education and Leadership
- Ruth S. Coleman College of Nursing

University Outreach

- Non-Credit and Extended Learning Opportunities

FEES

Full-Time Undergraduate Student Fee (Non Refundable)…….…….$ 325.00
Part-Time Undergraduate Student Fee (Non Refundable)……...……325.00
Graduate Student Fee (Non Refundable) ……..……190.00
Returning Student Late Registration (effective August 20, 2013/January 14, 2014)……..… 100.00
New Student Tuition Deposit (deposit refund, see page 3)….……100.00
Room Deposit (non-refundable after last business day in July 2013)……..…… 50.00

Laboratory/Classroom Fees: In addition to the tuition and student fee, some courses may require a lab or classroom fee.

ROOM AND BOARD

Per semester (2013-14)

Clare Hall Singe R & B……$ 3690.00
Clare Hall Double R & B…… 3615.00
Assisi Hall Quad R & B…… 3560.00
Assisi Hall Suite R & B……3845.00
Assisi Hall Double R & B……..3770.00

All Resident Rooms include a 5 day meal plan
Buy up to 7 day meal plan (additional).....35.00

The following procedures should simplify the bill paying process for each student¹s statement of account, which is due in full on or before August 19, 2013 for the fall term and January 14, 2014 for the spring term.

If there is NO FINANCIAL AID Students can pay their balances in full

- On-line by credit card at my.stritch.edu
- In person at the business office by check or credit card
- By mailing a check or money order to:

  Bursar's Office – Box 522
  Cardinal Stritch University
  6801 N. Yates Road
  Milwaukee, WI 53217

If the student's statement of account cannot be paid in full on or before August 19, 2013 (fall) or January 14, 2014 (spring), the University has two acceptable payment plan options.

If financial aid (FA) is involved, begin following step #1.

1. If financial aid fully covers your statement of account balance and you authorized electronic fund transfer (EFT) on your loan applications, you do not need to go to the Business Office. Student ID cards are available at the Welcome Desk in Bonaventure Hall between the hours of 9am-4pm. Parking stickers are available in the Copy Center, Room 70 of Bonaventure Hall (lower level). If your bill is paid in full, you may go directly to either location to obtain ID and Parking Sticker. They will have an updated list of paid students.
2. However, if you did not authorize EFT, you will have to go to the Business Office to sign your checks. A paid in full receipt will then be issued in order to obtain or validate the student ID and parking sticker.
3. If a student has enough financial aid to cover their statement of account balance and pay for books, arrangements will be made to set up a Bookstore account through the Business Office. These authorized purchases will be charged to your student account.
4. If financial aid does not fully cover the statement of account, the remaining balance must either be paid in full by August 19, 2013 or January 14, 2014, or a payment plan options, established with the Business Office by August 19, 2013 or January 14, 2014 in order to obtain a paid in full receipt. This receipt is required to obtain or validate your student ID at the Welcome Desk and parking sticker in the Copy Center, Room 70 of Bonaventure Hall (lower level).
5. Payment of tuition for classes, that do not start at the beginning of the Fall Semester (classes starting after August 26, 2013 or after January 21, 2014) is due 5 working days before the class starts. A late fee may be assessed for payment received later than 5 working days before the class starts.

Students who have failed to make payment arrangements by 5:00 P.M. August 19, 2013 (Fall) or January 14, 2014 (Spring) as detailed above, and have a balance due minus financial aid or 3rd party payment (from employers of students, for example) will be automatically enrolled in the Stritch payment plan and are subject to the late fee. NO EXCEPTIONS.

IF YOUR INTENTION IS NOT TO BE REGISTERED, YOU STILL MUST OFFICIALLY WITHDRAW BY WRITTEN NOTICE TO THE ONE STOP ENROLLMENT SERVICES OFFICE FOR UNDERGRADUATE STUDENTS OR REGISTRAR'S OFFICE FOR GRADUATE STUDENTS. STUDENTS WHO DO NOT WITHDRAW FROM A CLASS OR CLASSES WILL BE RESPONSIBLE FOR THE FULL TUITION DUE.

COMPLETE WITHDRAWAL FROM THE UNIVERSITY

The amount of tuition refunded will be calculated according to the following schedule, based upon the date the withdrawal request is received by the appropriate office. (One Stop Enrollment Services Office for Undergraduate Students and Registrar's Office for Graduate Students).

Withdrawal on or before September 4 / January 29	100%
Withdrawal on or before September 11/ February 5	70%
Withdrawal on or before September 18 / February 12	50%
Withdrawal on or before September 25/ February 19	30%
Withdrawal after September 25 / February 19	0%

Students receiving financial aid will be subject to refund policies and procedures as prescribed by federal regulations. Factors which may affect these refunds can be, but are not limited to, whether the student is a first time student, unpaid charges, and other items at the discretion of Cardinal Stritch University. For more information on these policies, please consult the student catalog or contact the Financial Aid Office.

CREDIT LOAD CHANGES

Tuition will be adjusted without penalty during the Drop/Add period (ends September 4, 2013 or January 29, 2014). Students reducing credit load after the Drop/Add period (September 4, 2013 or January 29, 2014) are not entitled to tuition adjustments.

Refunds of credit on account for the fall term will begin on Friday September 13, 2013 after 3:00 p.m. In order to receive the refund on September 13, you must have a credit balance on your account as of September 9, 2013.

Refunds of credit on account for the spring term will begin on Friday February 7, 2014 after 3:00 p.m. In order to receive the refund on February 7, you must have a credit balance on your account as of February 3, 2014.

TUITION DEPOSITS

New traditional freshmen and traditional transfer students: Tuition deposits submitted prior to 5 PM May 1 of the enrollment year are refundable. A written request must be received in order to receive a deposit refund. Tuition deposits submitted after 5 PM May 1 of the year of enrollment are non-refundable.

All other students: The fall tuition deposit, if paid, will be refunded if a written request is received no later than August 12, 2013. Deposits made after August 12, 2013 are non-refundable. The spring tuition deposit, if paid, will be refunded if a written request is received no later than January 7, 2014. Deposits made after January 7, 2014 are non-refundable.

ROOM AND BOARD

There is no refund of the Room deposit after last business day in July 2013 (fall) or after the last business day in December 2013 (spring). The Board fee will be pro-rated according to the number of weeks the student has resided in the Residence Hall. Students will not be allowed to move into the Residence Hall until they have paid their bill in full. The Residence Hall personnel will have a list of paid students. Students will not be allowed to eat in the cafeteria on the meal plan unless they have paid their bill in full and have updated their ID in Room 32 of Bonaventure Hall. The personnel in Room 32 will have a list of paid students**.**

The refund and withdrawal policy for on-campus workshops is as follows:

One-week Workshop - No refund after the first class.
Two-week Workshop - 50% during the first three days, no refund thereafter.
Three-week Workshop - 50% during the first four days, no refund thereafter.
Four to Six-week - 50% during the first five days, no refund thereafter.

MISCELLANEOUS

Please Note:

A. The above policies do not hold for University Outreach non-credit courses.
B. No deduction on tuition is made in the case of late entrance.
C. Official transcripts/records will not be sent out by Cardinal Stritch University until financial obligations are satisfied in full.
D. An appeals process exists for exceptions from published policy. Please contact Tammy Howard, Vice President for Business and Finance. The appeal must be submitted in writing along with any medical documentation provided by a physician if appropriate.
E. Students will not be permitted to attend class or register for future semesters until current financial obligations have either been paid in full, a deferred payment plan has been established, or financial aid criteria has been met.

BUSINESS OFFICE HOURS
Monday through Friday 8 AM to 5 PM
(Unless otherwise posted)
Bus Office 11/06/12