

FINANCIAL INFORMATION

Pikeville College seeks to provide excellent instruction and pleasant living conditions at a modest expense.

As a private institution of higher education, Pikeville College does not receive a fixed amount of state or federal funding. Student tuition covers approximately one-third of the educational cost. Therefore, to support its academic programs, the College accepts funds from foundations, corporations, endowments, alumni, parents, and friends of the College. Additionally, the College administers an extensive federal, state, and institutional financial aid program.

Students may attend Pikeville College despite their financial limitations. In order to do so, however, they are urged to seek financial assistance early from the Office of Student Financial Services. The following figures are for the 2008-2009 academic year. These fees are subject to annual revision.

COSTS (2008- 2009)*		Per Semester	Per Year
TUITION	Full-Time Students		
	12-18 hours (For nineteen or more hours, there is an additional \$100 per credit hour).	\$7,125	\$14,250
	Part-Time Students		
	Less than twelve semester hours (including audited courses).	\$594 per semester hour	
	Summer Sessions		
	Session I, II, and III	\$250 per semester hour	
HOUSING	Single Students		
	Room (double occupancy)	\$ 1,500	\$ 3,000
	Board-nineteen meal plan	\$ 1,500	\$ 3,000
	<u>Total</u>	\$ 3,000	\$ 6,000
	Married Students		
	Efficiency apartments and/or One-bedroom apartments	<i>May be available upon request</i>	
	Summer Sessions		
	Room	\$85 Per Week	
Board	Meals are purchased on individual basis		

* All charges are subject to change for the 2009-2010 academic year.

Fees

The cost of all instructional material, with the exception of books, required supplies, and the fees listed below, is included in the tuition charge.

1. **Room Deposit:** Fifty dollars is required at the beginning of an academic year. This fee is refundable or credited to the student's outstanding balance thirty days after he/she leaves Pikeville College. Damages made to a room or apartment will be deducted before a refund is made.
2. **Graduation Fee:** A one-time \$30 fee is assessed when the student applies for graduation.
3. **Student Teaching Fee:** An extra \$100 fee is assessed when a student registers to take his/her supervised field experience.
4. **Special Fees (only as applicable):**

FEE *	AMOUNT
Late registration	\$10.00
Transcripts	(No Charge)
Credit by Examination	\$100.00 basic fee per course plus \$100 for each semester hour of credit granted
Work Experience Credit	\$100.00 basic fee per course plus \$100 for each semester hour of credit granted
Returned Checks	\$20.00
Smart Card Replacement	\$20.00

** All charges are subject to change for the 2009-2010 academic year.*

Official Registration

A student is not officially registered for any class until he or she has made a satisfactory settlement with the Business Office for tuition and fees, as well as room and board, if applicable.

Room and Board

Room rent is assessed at the beginning of each semester. All students in college housing must furnish sheets, pillows, blankets, pillow cases, and towels for themselves.

The meal plan covers the actual number of weeks that classes are in session during the fall and spring semesters. A meal plan is required of all resident students. The food service is willing and able to accommodate students with special diets prescribed by their doctors. Consequently, no exemption from the meal plan will be granted unless the College and the student's physician agree that the food service is incapable of supplying a specific diet. Applications for exemption from the meal plan are available at the Office of Student Services, and should be returned two weeks prior to the beginning of the semester. Commuter students may also purchase meals in the dining hall.

Financial Responsibilities

All students are personally responsible for payment of financial obligations. Students must, therefore, be familiar with the following policies, since no exception will be made.

An outstanding balance can be paid in three installments by the 15th of the following months: (Fall semester) September, October, and November; (Spring semester) February, March, and April. A 1.5% service charge on the total unpaid balance will automatically be added to the student's account each month. To avoid service charges, the full outstanding balance must be paid in full with the first billing of each semester.

If an account is substantially in arrears, a student may be refused permission to continue in classes. Therefore, students are urged to report to the Business Office any inability to comply with a billing or any perceived discrepancies in their account.

Any student who does not have a balance of zero at the end of each semester will not be permitted to register for a new semester or summer term until that balance is paid.

Charges for parking tickets, library fines, unauthorized use of phones, or other charges will automatically be added to a student's account and will become part of what a student owes the College.

No transcript will be issued to a student, nor will one be forwarded to another college, when there is an unpaid balance.

A student will not be allowed to participate in commencement or receive a diploma if an outstanding balance exists.

Withdrawal Policy

All students who withdraw before a semester is completed may be assessed an administrative fee, the lesser of \$100 or 5% of total cost, plus any additional fees according to the refund policy as outlined below. Any student, who fails to go through proper procedures for withdrawal, or delays official withdrawal, will also be held responsible for charges in accordance with the refund policy.

Refund Policy/Return of Title IV Funds Policy

Tuition, room, and board are refundable for students who withdraw from Pikeville College during fall and spring semesters. Room and board charges are prorated by the week based on the number of weeks in residence as established by the residence hall check-out sheet completed by the residence hall director or resident assistant. Tuition is refunded according to the Return of Title IV Funds Policy established by the U.S. Department of Education. Tuition, institutional, state, and federal (Title IV) funds will be returned based on the number of days (percentage of period) completed. This percentage will be applied to the total amount of Title IV aid for which the student established eligibility (earned aid) before withdrawing. The amount of earned aid will be subtracted from the amount of aid which was (or could have been) disbursed and the remaining amount will be returned to the respective sources.

There are **no refunds** for individual classes dropped after the first week of classes.

The College reserves the right to make changes in costs and fees when such changes are deemed necessary by the Board of Trustees.

SCHOLARSHIPS AND FINANCIAL AID

The financial aid program at Pikeville College has a dual purpose: to recognize outstanding achievement in academic and athletic performance areas; and to provide assistance to students who, without such aid, would be unable to attend college. All aid given is to supplement the resources of the student and, if applicable, his or her parents. In order to be considered for state and/or federal financial aid, a student must be a United States citizen and must be enrolled as a regular student in an eligible program, studying for a degree or other approved course of study.

Financial Aid Processes and Deadlines

To determine financial need with a degree of uniformity, Pikeville College requires financial information from the student and, if applicable, his or her parents. The Free Application for Federal Student Aid (FAFSA) serves as the basic application form for Pell Grant, Kentucky Higher Education Assistance Authority (KHEAA) Grants, Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Perkins Loan, and Federal Work Study. To receive full consideration for these programs, students who are Kentucky residents should complete the FAFSA before March 15 each year. Students may file a FAFSA after the March 15 priority date; however, those students may not receive KHEAA Grants.

New students must file a Pikeville College Statement of Educational Purpose. All returning students receiving Pikeville College institutional aid (scholarships, grants or institutional loans) **must** complete the FAFSA by March 15 each year regardless of their legal state of residence.

Grants, work-study, and loans available to students who demonstrate a financial need may include one or more of the following:

- Academic Competitiveness Grant (ACG)
- Federal Pell Grant
- Federal Supplemental Education Opportunity Grant (FSEOG)
- Veterans' Educational Benefits
- Kentucky Educational Excellence Scholarship (KEES)
- Kentucky Higher Education Assistance Authority Grant (KHEAA)
- Vocational Rehabilitation Grant
- Federal College Work-Study Program (CWSP)
- Federal Perkins Loan
- Federal Stafford Subsidized/Unsubsidized Loan
- Federal PLUS Loans
- National Science and Mathematics Access to Retain Talent Grant (SMART)

Academic Scholarships

Students who wish to be considered for an academic scholarship must apply for both admission and financial aid. He/she must also be accepted as a full-time student and meet scholarship criteria established by the College. This criteria consists of grade point average (GPA), National ACT/SAT scores, and may include other criteria, as deemed necessary.

Pikeville College scholarships are renewable for no more than three additional years provided the student remains a full-time student and maintains a specific academic average as stated in his/her scholarship agreement.

The following competitive academic and performance scholarships are awarded:

- Trustee Scholarships
- Presidential Scholarships
- William Wade and Helen Record Walker Scholarships
- Appalachian Honors Scholarships
- Nursing Scholarships
- Pikeville Honors
- Honors Scholarships
- Transfer Scholarships
- Minority Education Scholarships
- Instrumental Scholarships
- Vocal Scholarships

Athletic Scholarships

Athletic Scholarships are awarded to students who meet the qualifications for such aid as determined by the College and the Athletic Department based on NAIA guidelines. Grants are awarded for Men's Basketball, Women's Basketball, Baseball, Fast-Pitch Women's Softball, Men's Tennis, Women's Tennis, Men's Cross Country, Men's Golf, Women's Golf, Men's Soccer and Women's Soccer, Football, Women's Cross Country, Women's Volleyball, and Bowling. All applicants for Athletic Scholarships must submit the Free Application for Federal Student Aid (FAFSA). All inquiries concerning Athletic Scholarships should be addressed to the Athletic Director or to the Head Coach of the sport in which the student is interested. Athletic Scholarships may be packaged with other aid programs where applicable.

Veterans Affairs Education Benefits

Department of Veterans Affairs Education Benefits are authorized to veterans and qualified dependents under specific chapters of Title 38, U.S. Code (USC). Eligibility for these benefits is determined solely by the Department of Veterans Affairs.

Students eligible to receive VA education benefits from the Montgomery GI Bill active duty, reserve/guard or dependent, must contact the VA Certifying Official (located in Student Services Office) to complete the application process.

Application Materials

Interested persons may obtain any necessary application materials or further information by contacting the Office of Student Financial Services at (606) 218-5253.

Maintaining Financial Aid and/or Scholarships

To be eligible to continue receiving federal and institutional financial aid, the student must maintain satisfactory academic progress. The rules for maintaining basic financial aid are derived from required federal regulations and are published in the *Satisfactory Academic Progress and Financial Aid Eligibility* brochure available in the Office of Student Financial Services. Students should be aware that a change in course load prior to or during the drop-add period (i.e., full-time, part-time, etc.) may affect the total aid package. Furthermore, tuition adjustments may only be made during the drop-add period.

Rules for maintaining any of the various competitive academic and athletic scholarships are detailed in the individual scholarship contracts.

Financial Aid Default

Students who are in default of a federal subsidized, unsubsidized, Plus, or Perkins loan are not eligible for financial aid. Such students are urged to work closely with the Office of Student Financial Services in order to rectify the default status.

Procedures for Administrative Withdrawal

Class attendance policies are set by the instructor for the course in which the student is enrolled. Policies are printed on the course syllabi, which are presented during the first two weeks of class. Students are expected to adhere to such policies. Failure to attend class as prescribed may result in grade reduction, class failure, or administrative withdrawal.

Instructors are expected to document and report excessive absences to the Administrative Assistant to the Dean of the College. The attendance record is necessary to document last date of attendance for financial aid purposes.

Students who accumulate excessive absences (6 consecutive MWF class meetings; 4 consecutive TR class meetings or 2 consecutive weekly class meetings) will receive a warning of pending administrative withdrawal. If the student fails to return to class or to complete the official withdrawal form within one week of the warning, an administrative withdrawal will be initiated. A student who is administratively withdrawn at any point during the semester will receive a grade of “Q” to indicate an administrative withdrawal. This grade will be calculated by 0 quality points divided by hours attempted.

Faculty members will report excessive consecutive absences on the Attendance Report Form. Upon receipt of the report, the Administrative Assistant to the Dean of the College will determine if the student has stopped attending other classes. Then, warning of pending administrative withdrawal will be issued for all courses that the student is not attending. A follow-up will be done one week later to determine if the student has returned to class or withdrawn. If the student has done neither, the administrative withdrawal takes place. Students will be notified that they have been withdrawn and that they have the right to appeal and present appropriate documentation. Copies of the administrative withdrawal will be sent to the instructor, the Academic Advisor, the business office, financial aid, student services and the Registrar.

Students who are subject to an administrative withdrawal will also be subject to the Refund Policy/Return of Title IV Funds Policy as outlined earlier. The student is responsible for all charges on account through the date of administrative (or self) withdrawal which are not covered by financial aid. These charges are comprised of tuition in addition to any charges incurred for room and board, parking fines, bookstore charges, etc. Room charges will accumulate through the week that a residence hall checkout sheet is completed with residence hall director or resident assistant. All students who withdraw (self-withdrawal or administrative withdrawal) before a semester is complete must arrange to settle business office accounts.

Because there are instances when the student has a legitimate reason for not completing the withdrawal, students have the right to appeal an administrative withdrawal by presenting a written request and supporting documentation (doctor’s statement, etc.) to the Office of Academic Affairs. If the appeal is approved, the student may consult with his/her instructor(s) to determine if he/she may be able to return to class and the student’s transcript will be revised to reflect an official withdrawal with the grade of “W”, “WP”, or “WF” (based on the date of withdrawal) or a completed semester with grades assigned by the instructor(s).

Reinstatement to the College does not mean an automatic return of student financial aid. Because the reinstatement of financial aid may vary due to the differences in financial aid program regulations and satisfactory academic

progress requirements, a student must consult the Office of Student Financial Services for more information regarding financial aid status before returning to class.