

REFUNDS

REFUND AUTHORIZATION: Federal regulations require the University to obtain written authorization from each student recipient of Title IV funds (and/or the parents in case of a PLUS loan) if funds are to be left on your account to pay future charges. **PLEASE NOTE: Your account may not generate excess funds.** Students and parents are encouraged to authorize the use of excess funds to pay for other charges. This permission will avoid the possibility of refunding excess funds which may need to be repaid to the University later. An authorization on file may be superseded by completing a new authorization and submitting it to the Business Office.

REFUNDS: Adjustment of tuition, room and board charges are made only upon official withdrawal from the University. Students who attend less than 60 percent of their semester at IWU receive a pro-rated adjustment to the charges for the term of enrollment after official withdrawal. The full semester charge is assessed to those who withdraw beyond the 60 percent period of attendance. **No adjustment is made if a student changes from full-time to part-time status after the start of classes in either term.**

Students who receive Federal assistance or merit-based awards have that financial aid prorated according to a refund policy mandated by the 1998 amendments to the Higher Education Act of 1965.

When tuition, room and board adjustments are authorized, they are made according to the following schedule: The total number of calendar days of enrollment prior to withdrawal (up to 60 percent of the term) are divided by the number of calendar days in a regular term. There shall be no adjustments made to accounts after the 60 percent attendance point in the term.

THE TUITION REFUND PLAN, an elective insurance plan, is available to provide coverage that complements the University refund policy. Information is mailed to parents during July of each year.

STUDENT HEALTH INSURANCE REQUIREMENT

The University, at no additional cost, provides all students with insurance which covers accidental injuries up to \$2,500 per injury (\$90,000 for accidental injuries resulting from participation in a supervised NCAA intercollegiate sport). This insurance, which covers students for the nine

month academic year including breaks during the academic year, is in excess of any other coverage and requires the student to utilize the University Health Service before seeking off-campus treatment.

Also, the University makes available to full-time students a secondary group plan which provides benefits in the event of an accident up to \$7,500 in addition to the benefits of the University provided coverage described above and in the event of sickness up to \$10,000. Coverage is on an annual basis of 12 months from the opening day of the academic year, including all vacation periods.

Participation in the group insurance is required unless waived annually by the deadline. Once waived, any change to the student's health insurance coverage must be reported immediately to the Business Office. A student who loses primary insurance coverage is required to enroll in the group insurance program. In the absence of a waiver, this premium is added automatically to charges for the student. Students who waived coverage for the fall term may not enroll for the spring term. Information regarding group insurance enrollment and waiver is mailed in June or early July each year.

FINANCIAL AID

The University arranges financial aid proposals according to its institutional methodology. Eligibility for assistance is calculated by determining the expected family contribution and subtracting the amount from the budgeted cost of attending IWU. The expected family contribution is determined by information received either from the University's own financial aid application or the College Board's PROFILE and the Free Application for Federal Student Aid (FAFSA).

COLLEGE ILLINOIS

If you have College Illinois you must first contact College Illinois and ask them to send an Authorized Billing Sheet for your student to the Business Office. We are not allowed to bill the State until after our last day to drop a class each term at which time we will invoice College Illinois. Therefore we will not receive those funds until sometime in approximately November and again in March or April. The amount billed is based upon the number of units your student takes each term and the amount received may differ each term. Please feel free to contact the Business Office for specific information.

STUDENT WORK STUDY

Campus employment may be awarded as financial aid to assist with paying a portion of the student's educational costs. Students may elect to receive student wages as direct deposits to a checking/savings account or as paychecks. Student wages are not automatically applied toward the students account balances; however students may go online or write a check to use funds they have earned to make payments towards their account balance.

10-INSTALLMENT PLAN (5 PAYMENTS PER TERM)

Please use the tables below to schedule your monthly payments each term. Re-adjust your payment amount accordingly as changes occur to your account for financial aid, room & board or any other change which will affect your payments.

Fall Term Statement Date	# of Payments left per Term	Date Due
June 15 th	5	June 30 th
July 15 th	4	July 30 th
August 15 th	3	August 30 th
September 15 th	2	September 30 th
October 15 th	1	October 30 th

Spring Term Statement Date	# of Payments left per Term	Date Due
November 15 th	5	November 30 th
December 15 th	4	December 30 th
January 15 th	3	January 30 th
February 15 th	2	February 28 th
March 15 th	1	March 30 th

2-INSTALLMENT PLAN (1 PAYMENT PER TERM)

Please note: Charges may be placed on your account after payment is made. All charges may not reach the Business Office in time to appear on your July and December statements.

Statement Date	# of Payments left per Term	Date Due
July 15 th	1	July 30 th
December 15 th	1	December 30 th



STUDENT ACCOUNTS

2011-2012 INFORMATION

ILLINOIS WESLEYAN UNIVERSITY
1312 Park Street
Bloomington, IL 61701

Business Office: (309) 556-3022
Financial Aid Office: (309) 556-3096
Office of Residential Life (309) 556-3113
Fax: (309) 556-3411
E-mail: busnoff@iwu.edu

*Please review the information
provided in this brochure
and retain for future reference.*

STUDENT ACCOUNTS

2011-2012 INFORMATION

CHARGES

	PER TERM	FULL YEAR
**TUITION	18,196	36,392
**UNIVERSITY ACTIVITY FEE	90	180
**BASIC ROOM	2,659	5,318
Harriett House – double occup. (add)	537	1,074
Harriett House – triple occup. (add)	354	708
Harriett House – single (add)	1,539	3,078
East Street Apt. (add)	537	1,074
Single room (add)	465	930
Super single (add)	1,063	2,126
University owned fraternity houses are at the standard double room charge.		
**DORM ACTIVITY FEE	15	30
**BOARD:	1,579	3,158
Questions regarding room and board should be directed to the Office of Residential Life (ORL) (309) 556-3113		
**These “base charges” (marked with double asterisk) will be used to calculate your student’s “expected charges/credits,” which will appear on your monthly statements.		
APPLIED MUSIC LESSONS (per term)		396
STUDENT HEALTH INSURANCE		
DOMESTIC STUDENTS	200 (annually)	
<i>(Insurance waiver must be waived online by August 15th to avoid this charge)</i>		
INTERNATIONAL STUDENTS	787 (annually)	
<i>(Mandatory for international students)</i>		
LONDON PROGRAM (fall term only)		4,950
IWU SPAIN PROGRAM (spring term only)		4,700
<i>(London & IWU Spain programs charges are added to base charges)</i>		
9TH SEMESTER STUDENT TEACHER		4,550
<i>(Must have prior approval and application completed)</i>		

STUDY ABROAD: Students are charged home school tuition or higher if the study abroad institution is higher than IWU tuition. Tuition is paid to IWU. All registered students are charged the Student Senate Activity Fee. **Room & Board charges and travel expenses are the student’s responsibility and are not billed through nor paid by IWU.**

URBAN STUDIES AND URBAN EDUCATION: Students are charged IWU tuition plus the program fee determined by the program. Tuition is paid to IWU. All registered students are charged the Student Senate Activity Fee. **Room & Board charges are the student’s responsibility and are not billed through nor paid by IWU.**

ADDITIONAL CHARGES WHICH MAY APPEAR ON YOUR STUDENT’S ACCOUNT

CHEMISTRY LAB DAMAGE: Assessed by the Chemistry Department for any breakage by student.

CHEMISTRY LAB SAFETY EQUIPMENT: Assessed by the Chemistry Department

COURSE PACKET FEE: Assessed for use of copyrighted materials as determined by the professor. The copyright fee is divided by the number of students taking the class.

EARLY ARRIVAL/LATE DEPARTURE FEES: Assessed by ORL.

LATE APPLICATION FEE: For off-campus housing assessed by ORL.

LATE PAYMENT FEE: Assessed on balance in arrears at the rate of 1% per month by the Business Office.

LATE REGISTRATION FEE: Assessed by the Registrar.

LIBRARY FINES: Assessed by the Library.

LONG DISTANCE TELEPHONE CHARGES: Assessed by Telecommunications.

LOAN PROCESSING FEES: Are assessed by the lending institution on Stafford and Parent Plus loans. These fees vary, up to 4% of the loan amount. The net loan proceeds are applied to your account in September and January when actual charges and financial aid are placed on the student accounts. This may result in an increase to your account balance equal to the processing fee.

NON-SUFFICIENT FUNDS: Returned check fee is \$30.

PARKING FINES: Assessed by Security.

PHYSICAL EDUCATION COURSE FEES: bowling, karate, rock climbing, scuba diving, fees as determined by the providers.

RESIDENCE HALL CANCELLATION FEE: Assessed by ORL.

RESIDENCE HALL DAMAGE: Assessed by ORL.

THEATRE FEE: Assessed by School of Theatre Arts.

MAY TERM is optional. A student who is enrolled full time for the academic year, may enroll in May Term at a cost of \$500. Room and board is not charged for those students who resided in University residence halls and had a meal plan during the academic year. For those students who did not have University room and board the prior term, charges are \$150 for room and \$285 for board. Additional fees may be assessed for some May Term courses.

PAYMENT INFORMATION

Two payment plans are available, a 2-Payment Plan (1 per term) and a 10-Payment Plan (5 per term). Payment plan selection cards are mailed with the June statements and must be returned by June 30th. Those not returning the cards by June 30th shall be placed on the 10-Payment Plan (5 per term). Payment plans may not be changed until the next term. You may, however, pay your bill in full at any time during the academic year.

INTERNATIONAL STUDENTS are automatically placed on 1 payment per term for their first term at IWU. That first term payment is due on or before July 30th. For subsequent terms, international students may choose either the 2-Payment Plan (1 per term) or the 10-Payment Plan (5 per term). Please notify the Business Office of your intent to change payment plans.

BILLING STATEMENTS are generated on or about the 15th of each month. Payments are due on the 30th of each month beginning in June for those on 10 payments (5 per term). For those on 2 payments (1 per term) payments are due July 30th and Dec. 30th. If paying by check, please send the check in the return envelope and note the student’s IWU ID number (not Social Security Number) on the check. Return the top portion of the statement with your check to ensure proper credit to your account. If you pay by credit card or an ACH payment you do not need to return the top portion of the statement.

You may choose to pay by credit card (American Express, Discover, Master Card) or have your savings or checking account debited with an ACH payment. You may go online 24/7 at <http://www2.iwu.edu/bus>, click on Pay My Bill on the top left and follow the user friendly directions for either of these two payment options. You may also call 1-866-848-8155 to make a credit card payment. A convenience fee is charged by the provider of this service for the credit card payment options. There is no fee for an ACH payment. Credit cards and direct debits are not accepted directly by the Business Office for Student Account payments. Please double check that your student’s IWU 9-digit ID number has been entered correctly. **(This is not the Social Security Number).**

CALCULATING YOUR INSTALLMENT: Beginning with your June 15th statement you will calculate your own installment payments. Each month you will simply divide the *Account Balance* by the number of payments left in the term, using the *Installment Payment Schedules* in this brochure. Parents/students often receive notification of changes to charges or financial aid before the Business Office receives this information. You will be able to take this into consideration when calculating your installment amount. If you know of a charge or credit which will affect your account balance, please add or subtract that amount from the *Account Balance* before dividing by the payments left in the term which is noted in the *Messages* box on the statement. (If you have a balance from a prior term you will need to add the entire *Previous Billed Balance* to your first installment Amount Due in each new term.) Changes will appear on your account as the Business Office receives them. Accounts must be paid in full prior to registration for the next term.

CONSEQUENCES OF NON-PAYMENT

A late payment fee equivalent to 1% per month is assessed on the amount in arrears. This will be determined by the Payment Plan you have chosen. **Registration for the next term is not permitted until a student has fully paid all charges for the preceding term. No transcripts of academic record are issued and no degree is granted to a student who has not fully discharged all financial obligations to the University.**