Policy – Cost of Attendance

Origin Date: December 11, 2013

Last Evaluated: February 5, 2015

Responsible Party: Program Director

Minimum Review Frequency: Annually

Approving Body: Departmental approval of books, supplies, and equipment by the Principal Faculty. University-level approval of other elements includes the Director of Student Financial Aid (cost of living), Executive Vice President for Business and Financial Affairs (tuition and fees), and Associate Dean of the Graduate School and Director of Student Accounts (refund policy).

DPAS Associated Forms: None

ARC-PA Associated Standards:
- A3.14 - The program must define, publish and make readily available to enrolled and prospective students general program information to include:
  - f) estimates of all costs (tuition, fees, etc.) related to the program
  - g) policies and procedures for refunds of tuition and fees

Background and Purpose

In order for prospective students to make a fully informed decision about applying to and matriculating into the High Point University Physician Assistant Program, they should be made aware of estimated program costs (tuition, fees, etc.) and policies and procedures for refunds of tuition and fees. The purpose of this policy is to clearly articulate these matters to prospective students.

Policy Statement

Cost of Attendance
The comprehensive fee schedule for the HPU PA Program is set annually. The comprehensive fee is a convenient way for students to determine their investments accurately. The comprehensive fee structure for billing will include all tuition and University fees. The comprehensive fee does not include books or course-specific fees. It is estimated that tuition and fees for the 2015-16 academic year will be $33,174 or an estimated total of $80,068 for the entire program.

Note: Please bear in mind that tuition and comprehensive fee costs are set annually.
Additional estimated costs associated with attendance include:

<table>
<thead>
<tr>
<th></th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing and Utilities</td>
<td>12000</td>
<td>12000</td>
<td>4000</td>
</tr>
<tr>
<td>Food</td>
<td>6000</td>
<td>6000</td>
<td>2000</td>
</tr>
<tr>
<td>Books, Supplies and</td>
<td>4000</td>
<td>1600</td>
<td>200</td>
</tr>
<tr>
<td>Equipment**</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Loan Fees</td>
<td>1800</td>
<td>1800</td>
<td>600</td>
</tr>
<tr>
<td>Student Medical Insurance</td>
<td>1416</td>
<td>1416</td>
<td>210</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>5000</td>
<td>5000</td>
<td>1333</td>
</tr>
<tr>
<td><strong>Total Annual Living Expenses</strong></td>
<td>30216</td>
<td>27816</td>
<td>8343</td>
</tr>
</tbody>
</table>

* Cost of Attendance amounts were developed to establish maximum financial aid allowances for typical students. Students are highly encouraged to establish a budget, reduce expenditures, and borrow via student loans in incremental amounts to help limit their educational debt.

** Includes program-related expenses associated with maintaining a functional laptop computer and obtaining necessary criminal background checks and drug screenings required for enrollment and completion of supervised clinical practice experiences.

**Payment
Payment of all tuition and fees is due at the beginning of each term of enrollment.

**Application Fee
For each application cycle prospective candidates must pay or obtain a waiver for the CASPA application fee and the program designation fee. These fees and policies regarding payment and refund are set by CASPA. Additional information is available on their website.

**Enrollment Deposit
All applicants accepted into the program will be charged a $1000 nonrefundable deposit to hold their seat. This money will be applied toward their first semester comprehensive fee upon matriculation.

**Refund Policy

*Calculation of Charges for Withdrawal from High Point University*

When a student registers, it is for the full term or semester. Therefore, if the student withdraws from the University during the period, for whatever reason, the comprehensive fees* (includes: tuition and fees, plus any housing and dining) will be prorated for the first five (5) days of the semester. After the first five (5) days of the semester, 100% of the comprehensive fee will be charged and no refund will be issued.

Any refund is contingent on a student officially withdrawing from the university. To officially withdraw from the university, a student must complete a withdrawal form. This form can be obtained from the Office of Graduate Operations on the first floor of Norcross Graduate School.

Students wishing to withdraw should also consult with the Office of Student Financial Planning to determine if stipulations associated with financial aid or loans will lead to changes in the financial statement.
The following table indicates the amount a student will be charged upon official withdrawal. It does not indicate how much a student will be refunded. Refunds are dependent on the total amount of out-of-pocket payments received and the amount of financial aid a student is eligible to keep based on the official withdrawal date.

**Amount Student Will Be Charged by Day of Official Withdrawal**

<table>
<thead>
<tr>
<th>Day</th>
<th>Student Will Be Charged</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Within the first 5 Days of the Semester</strong></td>
<td>50%</td>
</tr>
<tr>
<td><strong>After the 5th Day of the Semester</strong></td>
<td>100%</td>
</tr>
</tbody>
</table>

# The non-refundable deposit to hold a student’s slot in the class, originally credited to tuition, will not be included in the refund calculation.

**Approved by:** Program Director

**Modified:** February 5, 2015

**Next Review:** February 2016