

FINANCIAL INFORMATION

TUITION AND FEES

Fall semester bills are due by August 15th. Spring semester bills are due by January 5th. Charges incurred after the due date are due and payable as stated on the invoice. A \$50 late payment fee will be charged to all overdue accounts without proper payment arrangements. Payments by cash/check are accepted in the Business Office in Powers Hall. UMM also accepts payments online via the MaineStreet Student Center where Electronic Check/ACH* transactions can be processed. Credit cards are also accepted with an American Express, Visa, MasterCard or Discover card. A 2.75% convenience fee will apply to **all** credit card transactions.

The University of Maine at Machias offers a four-month payment plan to cover a single semester's expenses not covered by financial aid, loans, scholarships or other funding sources. Payment plans are interest-free and only require a \$30 enrollment fee, due at the time of enrollment. Enrollment is required by the due date each semester.

The financial requirements of the University, changing costs, state and legislative action, and other matters may require an adjustment to these charges and expenses. The University reserves the right to make such adjustments to the estimated charges and expenses as may from time to time be necessary in the opinion of the Board of Trustees, up to the date of final registration for a given academic term. The applicant acknowledges this reservation by the submission of an application for admission or by course registration.

* Automated Clearinghouse

TUITION (2016-17)

Undergraduate, On-Campus	
In-state	\$222 per credit hour
Out-of-state	\$616 per credit hour
New England Regional	\$344 per credit hour
Canadian	\$351 per credit hour

The tuition per credit hour for courses broadcast over the statewide Interactive Television (ITV) network and/or other distance education courses will vary according to the tuition rate of the campus that

originates the course. These tuition rates will be available each semester registration period.

FEES (2016-17)

Fee	Amount	Per
Acceptance deposit	\$ 150	
Application fee	\$ 40	
Applied music/private lesson	\$ 95	course
Art fee	\$ 75 -	course
	\$ 95	
Health Center Fee	\$ 50	semester
students enrolled in 9 or more credits		
Health Insurance	\$1,644	year
Mandatory for all students registered for 9 credits or more unless proof of comparable insurance provided.		
Spouse and dependent coverage available at additional premium cost		
Lab fee	\$ 60	course
Late payment fee	\$ 50	semester
Non-negotiable check	\$ 25	check
Orientation fee	\$ 125	one-time
Online course fee	\$ 25	course
Payment Plan fee	\$ 30	plan
Prior Learning assessment	\$ 25	credit hr
Student activity fee		
Full-time students	\$ 240	year
Part-time students	\$ 11	credit hr
Student Union fee	\$ 25	semester
Students enrolled in 6 or more credits		
UC Course Support fee	\$ 7	credit hr
UC Technology fee	\$ 6	credit hr
Unified Student Fee	\$ 65	semester
supports technology, Murdock Fitness & Aquatics Center and other campus improvements		
	\$ 15	credit hr

ROOM AND BOARD (2016-2017)

Board Level I & II	\$4,160 per year
Room, traditional double	\$4,326 per year
Room, Single/Suite, single	\$4,900 per year

IN/OUT-OF-STATE TUITION STATUS

In-state or out-of-state tuition classification is made by the Admissions Office and conveyed at the time the applicant is notified of their acceptance to UMM. The Chief Business Officer should be notified

immediately of any disagreement with the decision, as any appeal or changes cannot be made after September 1 for fall semester and January 1 for spring semester.

4 weeks	End of 4 th day
3 weeks	End of 3 rd day
2 weeks	End of 2 nd day
1 week	End of 1 st day

TUITION ASSISTANCE

The University of Maine at Machias no longer defers payment of tuition charges for students employed by school administrative districts, school unions, or other agencies/companies who reimburse directly to students following their successful completion of an academic session. Students are responsible for paying to UMM the tuition costs at the time of registration and seeking employer reimbursement through the normal school union/district, or agency/company process.

If tuition charges are to be covered by an outside agency or scholarship, other than UMM, and paid directly to UMM, documentation (either an approved purchase order or a memo from the outside agency) must be sent to the UMM Business Office. In the case of military personnel, an approved request for tuition assistance must be furnished to the UMM Business Office.

FINANCIAL ADJUSTMENT POLICIES

For purposes of calculating financial adjustments, attendance includes weekends and holidays, and ends on the student's last day of attendance as determined when (s)he notifies the institution's designated official or office, that (s)he is dropping or withdrawing from a class(es) while remaining enrolled in other class(es).

DROPPING W/CLASSES REMAINING

Dropping or withdrawing from a class, with classes remaining on one's schedule at any University of Maine System (UMS) institution for the term, will result in an adjustment in accordance with the following schedule:

<i>Class Length</i>	<i>100% Refund if dropped Before</i>
12 weeks or more	End of Second Week (14 days)
11 weeks	End of 11 th day
10 weeks	End of 10 th day
9 weeks	End of 9 th day
8 weeks	End of 8 th day
7 weeks	End of 7 th day
6 weeks	End of 6 th day
5 weeks	End of 5 th day

SEMESTER WITHDRAWAL

Dropping or withdrawing from all classes at all UMS institutions for the term will result in an adjustment in accordance with the following schedule:

Classes 12 weeks or more:

<i>Refund</i>	<i>If Withdrawn Before:</i>
100%	Before the end of the second week (14 days)
75%	Before the end of the fourth week (28 days)
50%	Before the end of the sixth week (42 days)
25%	Before the end of the eighth week (56 days)
0%	After the 8 th week (57 days and after)

Classes less than 12 weeks:

For students withdrawing from classes less than 12 weeks in length, with no classes remaining on their schedule at any UMS institution, there is no refund after the 100% drop deadline noted above under Students Dropping with Classes Remaining.

INVOLUNTARY WITHDRAWALS

Consideration for financial adjustments of charges for involuntary withdrawals (e.g., extended illness, military service) will be considered by the university on a case-by-case basis. Administrative dismissals are not covered by this APL and thus are not entitled to an adjustment of institutional charges.

Involuntary withdrawals may include but are not limited to the following:

- Military deployment, transfer, or recall to active duty. The request for withdrawal must be substantiated with a copy of the student's military orders.
- Illness of the student or an immediate family member. A physician's statement, certifying the student's or family member's illness that required the student withdrawal, must be provided.
- Death of immediate family member. Appropriate documentation must accompany the request for withdrawal.
- Involuntary transfer by the student's employer that precluded continued enrollment. The request

for withdrawal must be substantiated by appropriate documentation from the employer.

Appeals for an exception to the established Financial Adjustment policies and practices may be made to the designated university official. Normally, appeals will be considered up to 90 days after the close of the term for which the student is requesting a financial adjustment.