



# MOUNT MARY UNIVERSITY TUITION AND FEES FOR GRADUATE STUDY 2020-2021

Mount Mary University works to keep our graduate education tuition at rates that are competitive with other regional institutions. We are committed to providing high-quality educational programs. Below are the tuition rates effective May 29, 2020 (Summer 2020-Spring 2021 academic year).

For additional information about enrolling at the graduate level, please contact the Office of Graduate Admissions at (414) 930-3049 or [gradinfo@mtmary.edu](mailto:gradinfo@mtmary.edu). Also, check out [www.mtmary.edu](http://www.mtmary.edu) for further details about Mount Mary University in Milwaukee.

Mount Mary University reserves the right to make adjustments in costs without advance notice. Tuition, room and board, and all other fees reflect charges in effect at the time of publication.

## 2020-2021 GRADUATE TUITION

**Tuition for courses per graduate credit hour, year-round (including summer sessions), except as noted.**

<b>Graduate Standard</b>	\$845
<b>Art Therapy*</b>	\$855
• Professional Doctorate	\$1010
<b>Business Administration</b>	
• General Management	\$730
• Health Systems & Leadership	\$730
<b>Counseling</b>	\$815
<b>Dietetics</b>	\$745
<b>Education</b>	\$745
• Summer Session Only	\$520
• Waldorf Education Only	\$745
• Waldorf Education Audit Only	\$465
<b>Occupational Therapy</b>	
• Professional Entry	\$845
• Post Professional Masters	\$895
• Doctorate	\$915
<b>Food Science</b>	
• Masters	\$720

## TUITION REDUCTIONS AND DISCOUNTS

All tuition reductions and discounts are calculated using the current regular tuition rate per credit. Summer school courses are excluded from tuition reductions and discounts (except for School Sisters of Notre Dame, as noted below). Reductions and discounts cannot be combined. Special tuition schedules are as follows. *\* Doctorate programs are generally not subject to discounts. Exceptions may occur at the sole discretion of the University's President.*

## TUITION REDUCTIONS AND DISCOUNTS, CONT.

- **Individuals holding baccalaureate degrees from Mount Mary University:** 50% tuition discount on undergraduate courses, with a maximum of four credits each semester.
- **Auditing:** 50% tuition discount for part-time and non-degree seeking students. Waldorf Education courses \$465 per credit for auditing.
- **School Sisters of Notre Dame:** No tuition charge for a maximum of six credits per semester.
- **The Archdiocese of Milwaukee:** Full-time employees who enroll part-time in the Master of Arts in Education, Master of Science in School Counseling or a Post Baccalaureate Certificate Program in Education will receive a 50% discount on their tuition. The discount for the Master of Arts in Education and Post Baccalaureate Certificate programs in Education applies only to the Fall and Spring semesters.  
(Note: this waiver does not apply to independent study, thesis credits, private lessons, course supplies and course fees.)
- **Spouses and dependents of full-time employees of Mount Mary University:** Varies. Please consult the employee handbook.  
(Note: this waiver does not apply to independent study, thesis credits, private lessons, course supplies and course fees.)

## REQUIRED FEES (NON-REFUNDABLE)

### General Fee

The general fee includes counseling services (academic and personal); career services and advising (mock interviews, resume writing workshops, interest inventories); parking pass; e-mail account; attendance at athletic, campus ministry and student activities events; and use of the Student Success Center, library, computer lab and fitness center.

<b>General Fee: Full-Time Students</b> Per Semester Per Year	\$270 \$540
<b>General Fee: Part-Time Students</b> Per Semester Per Year	\$135 \$270
<b>Application Fee</b> Domestic International Student	\$45 No Charge
<b>Tuition Deposit</b> (New students only-selected programs; applied towards tuition. Financial aid cannot be applied to the tuition deposit.)	\$200
<b>Graduation Fee</b>	\$145
<b>Printing in Computer Lab</b> , per semester <ul style="list-style-type: none"> <li>• First 400 Pages (B&amp;W, per side, letter size)</li> <li>• In excess of 400 pages</li> <li>• Color, other sizes</li> </ul>	No Charge \$.10/page Varies

## SPECIFIC ACADEMIC FEES

The following is an overview of typical special fee assessments. It is not a comprehensive list, and fees other than those listed may apply.

**Liability Insurance:** Professional liability insurance fees may apply as required by departments.

**Other:** Specific courses may have lab fees, which vary in amount.

**Background Check Fee:** Varies. Certain courses will require a background check based on state caregiver law for students in practice, internships or fieldwork placement.

# SPECIAL PURPOSE FEES

## Transcripts

National Student Clearinghouse, available online at [Student Clearinghouse](#) (MMU login required) or [National Student Clearinghouse](#) (no login required).

Please order all transcripts via the web:

- Mailed Official transcript, each: \$9.90
- Transcript delivered electronically: \$7.50
- Transcript held for pickup: \$7.50
- Teaching credentials via web, additional each: \$2
- Rush processing, additional per online order: \$10
- Counter service at Mount Mary University/Immediate service, each: \$15

## Enrollment Verification: No Charge

National Student Clearinghouse, available immediately online at [Student Clearinghouse](#) (MMU login required)

**Fee for handling checks returned by bank:** \$50

**Finance charge, charged to past due accounts:** 1% monthly charge

# TUITION AND FEES/PAYMENTS

In regard to the timing of payment of tuition and fees, Mount Mary University requires that each student EITHER pay tuition in full for each semester prior to the first day of classes for that term - - or establish a payment plan prior to the first day of classes that will ensure that the tuition is paid in full within a reasonable time frame. Generally, that time frame is 3-6 months, with payments (including interest) due at intervals throughout that time period. However, Mount Mary is committed to working with students and families, to the extent possible, to facilitate continuous enrollment and progress toward a degree. Hence, a longer payment term may be discussed with the Vice President for Finance and Administration in extenuating circumstances, and any decision about lengthening the payment term is at the sole discretion and subject to the approval of the University's President.

## Mount Mary University provides two options for payment of tuition:

1. **Pay in full by the first day of classes.** Cash or check accepted in the Business Office. Credit card or e-check accepted online through <https://my.mtmary.edu/ICS/>. Payment in full is due by August 24, 2020 for the Fall 2020 term and by January 25, 2021 for the Spring 2021 term. (Log into My Mount Mary and then click on the blue "Finances" tab, go to "CASHNet".)
2. **Enroll in a payment plan.** Log into My Mount Mary and then click on the blue "Finances" tab, go to "CASHNet" and then enroll in an installment plan. The fee to enroll is \$35.00 per semester. Payment plans generally allow 3, 5 or 6-month payment options. Longer terms may be available in extenuating circumstances at the discretion of the Mount Mary University President.

Questions regarding payments can be addressed in person at the Mount Mary University Business Office (Room 159 Notre Dame Hall) or by phone at (414) 930-3033.

Please note that any student who is delinquent in tuition/fee payments (including library and parking fines, etc.) is prohibited from receiving transcripts, a diploma or participation in graduation exercises. (See policy on graduation participation for students with balances remaining; found under your Mount Mary, Campus Life, Commencement Information.)

# ROOM AND BOARD INFORMATION

Mount Mary's residence hall, Caroline Hall, offers single, double, and triple occupancy rooms with and without private bathrooms, and suite accommodations with shared bathrooms. Each of the three floors has a mini computer center, kitchen, and communal living room, including a television with cable TV. Wireless internet is available throughout the residence hall.

Residents are provided with a bed, dresser, desk, desk chair, and closet space. Each room is also equipped with a Micro Fridge, a connection for local telephone service, and local cable service.

Once a student is accepted to Mount Mary University, an application for student housing can be filed with the Admission Office. A \$100 housing security deposit should accompany the housing application. Contracts cover the entire academic year (although exceptions are made for mid-year graduates and new spring semester students). An additional \$60 per year activity fee is due prior to room occupancy and covers hall programming. Housing is subject to availability. Specific details and the housing application are available online at <http://mtmary.edu/residencelife.htm>

# ROOM AND BOARD INFORMATION, CONT.

## Room and Meal Plan

Price includes room accommodations and all meals within the student selected meal plan.

Rooms	Per Semester
• Single without bath	\$4,670
• Double without bath	\$4,420
• Triple without bath	\$4,195
• Single with bath	\$5,305
• Double with bath	\$4,725
• Triple with bath	\$4,495
• Double with shared bath	\$4,585
• Single-Double suite	\$4,900
• Single Suite with shared bath	\$5,010
• Corner House – Lorenz House	\$2,880 (meal plan not included)
• Mary John Place:	
○ Double Apartment	\$3,090 (meal plan not included)
○ Double Apartment (Summer)	\$1,235 (meal plan not included)
○ Single Apartment	\$5,150 (meal plan not included)
○ Single Apartment (Summer)	\$2,060 (meal plan not included)

Students can choose between four meal plans, each offering a different combination of number of meals served and “Munch Money.” Please refer to [www.mtmarydining.com/plans.html](http://www.mtmarydining.com/plans.html) for more details.

## HEALTH INSURANCE

The University encourages all Mount Mary students to comply with regulations of the Affordable Care Act through enrollment in a qualifying health insurance plan. To aid students in complying with this regulation, Mount Mary offers a voluntary health insurance offering, through WPS, that is available to most students. For more student health insurance information and forms, please visit <http://www.mtmary.edu/insurance.htm> or the Campus Life tab on My Mount Mary.

## TUITION REFUND POLICY

### Full Semester Programs

All withdrawals must be processed through the Registrar’s Office. Students will receive refunds for tuition according to the following schedule, based on the **date of official withdrawal**. The tuition deposit of \$200 for new students (including transfer students) is non-refundable. Please contact the Business Office (Room 159 Notre Dame Hall) or by calling (414) 930-3033 regarding any refund questions.

Fall and Spring Semesters	
• Week 1	100%
• After add/drop date (August 31, 2020 or February 1, 2021)	0%
• For courses that begin after the add/drop date, there is 100% refund if the course is dropped before the second class, otherwise there is no refund.	

Summer Session	
All summer courses are treated as short session courses:	
• If dropped before the start of the second-class session	100%
• After the start of the second-class session	0%

A student receiving financial aid must check with the Financial Aid Office to understand the impact of withdrawal on the student’s financial aid situation before withdrawing. Mount Mary University is obligated to follow federal, state and private donor guidelines regarding financial aid refund calculations, and any funds returned to the source will be invoiced to the student.

# TUITION REFUND POLICY, CONT.

## Accelerated Programs

The schedule for tuition refunds for an accelerated program varies according to whether a course meets for four weeks, eight weeks or sixteen weeks.

<b>Four-Week Course</b> <ul style="list-style-type: none"><li>• If dropped prior to the first-class session otherwise there is no refund.</li></ul>	100%
<b>Eight-Week Course</b> <ul style="list-style-type: none"><li>• If dropped prior to the second-class session otherwise there is no refund.</li></ul>	100%
<b>Sixteen-Week Course</b> <ul style="list-style-type: none"><li>• Same as the full semester refund policy</li></ul>	

## Room and Board

Room and board charges are refundable when a student withdraws from the University based on the schedule for tuition refunds for regular programs.

If a student decides not to live in the residence hall after submitting an application and security deposit, cancellation must be stated in writing to the Office of Residence Life.

The postmark date of a letter requesting cancellation will be considered the cancellation request date. The date of receipt will be used for cancellation letters that are hand delivered personally to the Office of Residence Life. For residents with current housing contracts, the \$100 security deposit will be refunded only if the cancellation request form is received prior to June 15 for the fall semester and December 1 for the spring semester. For new residents, the \$100 security deposit will be refunded according to the full semester program refund schedule indicated in this document.

Security deposits will be returned (if warranted) to current students who leave Caroline Hall. In-person requests for cancellation must be made to the Office of Residence Life and a contract cancellation form must be completed. The room security deposit is returned less deductions for property damage, unusual cleaning charges, assessed fines, or outstanding fees, or the deposit will be transferred toward the next year's residence. If the student has a balance due to the University, the security deposit will not be refunded until the student's account is paid in full. Forfeiture of the deposit will be automatic if the student leaves during the semester, after the assigned invoices for the new period have gone out, or if dismissed. For additional room cancellation information, please refer to the Housing Contract available online at <http://www.mtmary.edu/residencelife.htm>.

# ACCELERATED STUDENTS

## Definition of accelerated student status

Part-time or full-time student status for accelerated students is based upon the semester credit load total, not a single term total. Terms 1 and 2 are a subset of the fall semester, and Terms 3 and 4 are a subset of the spring semester. For example, Term 1 credits + Term 2 credits = total fall semester credits.

To be considered part-time, graduate accelerated students cannot exceed 5 credits in a semester, and undergraduate accelerated students cannot exceed 11 credits in a semester. To be considered full-time, graduate accelerated students must be registered for 6 or more credits in a semester, but cannot exceed 12 credits, and undergraduate accelerated students must be registered for 12 or more credits in a semester, but cannot exceed 18 credits.

If you have any questions regarding accelerated student credit loads, please contact the Registrar's Office.