



MOUNT MARY UNIVERSITY TUITION AND FEES FOR GRADUATE STUDY 2017-2018

For additional information about enrolling at the graduate level, please contact the Office for Graduate Education at 414-930-3049 or gradinfo@mtmary.edu. Also, check out 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.

2017-2018 GRADUATE TUITION

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

Graduate Standard	\$760
Art Therapy*	\$770
• Professional Doctorate	\$950
Business Administration	
• General Management	\$660
• Health Systems & Leadership	\$660
Counseling	\$730
Dietetics	\$675
Education	\$675
• Summer Session Only	\$470
• Waldorf Education Only	\$675
• Waldorf Education Audit Only	\$420
English	\$700
Occupational Therapy	
• Professional Entry	\$760
• Post Professional Masters	\$810
• Doctorate	\$830
Dietetics Internship Fee (total) (Assessed in addition to tuition for DTS 602 and DTS 604)	\$515

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 not subject to discounts.

- **Individuals holding baccalaureate degrees from Mount Mary University:** 50% tuition discount on undergraduate courses, with a maximum of four credits each semester.
- **Senior citizens (62 and over):** 50% tuition discount, with a maximum of four credits each semester.

- **Auditors:** No tuition charge for full-time students, 50% tuition discount for part-time and non-degree seeking students. Waldorf Education courses \$415 per credit for auditors.
- **School Sisters of Notre Dame:** No tuition charge for a maximum of eight credits per semester, or six credits during a summer session.
- **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% grant on their tuition. The grant 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.)
- **Summer study abroad:** (*Art Therapy) 50% tuition discount for degree-seeking students. Nicaragua study abroad program courses \$385 per credit.

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.

General Fee: Full-Time Students	
Per Semester	\$240
Per Year	\$480
General Fee: Part-Time Students	
Per Semester	\$120
Per Year	\$240
Application Fee	
Domestic	\$45
International Student	No Charge
Tuition Deposit (New students only-selected programs; applied towards tuition. Financial aid cannot be applied to the tuition deposit.)	\$200
Graduation Fee	\$130
Printing in Computer Lab, per semester	
First 400 Pages (B&W, per side, letter size)	No Charge
In excess of 400 pages	\$.10/page
Color, other sizes	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 practica, internships or fieldwork placement.

SPECIAL PURPOSE FEES

Transcripts

National Student Clearinghouse, available online at <http://www.mtmary.edu/registrarsoffice.htm>

- Normal service via web, each: \$7.25
- Transcript plus teaching credentials via web, each: \$9.25
- Counter service at Mount Mary University/Immediate service, each: \$15

Enrollment Verification: No Charge

National Student Clearinghouse, available immediately online at <http://www.mtmary.edu/registrarsoffice.htm>.

Fee for handling checks returned by bank: \$50

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

TUITION FEES/PAYMENTS

Mount Mary University provides two options for payment of tuition:

- Payment in full by the due date on invoice. Cash or check accepted in the Business Office. Credit card or e-check accepted online through <https://my.mtmary.edu/ICS/>. (Log into My Mount Mary and then click on the blue "Finances" tab, go to "CASHNet".)
- Enrollment in the payment plan. Free if approved before the start of the semester or at registration and first payment made, \$50 one time fee thereafter per semester.

Payment plans must be arranged with the Mount Mary University Business Office at 414-930-3033 within two weeks after receiving a tuition invoice.

Each semester's account balance must be paid in full one month prior to the end of the semester. A student may not register for a subsequent semester nor occupy a room in the residence hall until all past due invoices are paid. A student who is delinquent in tuition/fee payments (including library and parking fines, etc.) is not entitled to grades, credits, transcripts, a diploma or participation in graduation exercises, (see policy on graduation participation for students with balances remaining.)

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 MicroFridge, 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><http://www.mtmary.edu/residencelife.htm>.

Room and Meal Plan

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

Rooms	Per Semester
• Single without bath	\$4,210
• Double without bath	\$3,985
• Triple without bath	\$3,785
• Single with bath	\$4,785
• Double with bath	\$4,265
• Triple with bath	\$4,055
• Suite with shared bath	\$4,520
• Corner House	\$2,295 (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 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.

REFUNDS

Full Semester Programs

All withdrawals must be processed through the Office of the Associate Dean for Graduate Education. 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%

Summer Session

Percent of class hours elapsed at time of authorized withdrawal:

• 0%	100%
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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 recipient.

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.

Four-Week Course If dropped prior to start of the course	100%
Eight-Week Course If dropped prior to the first class session	100%
Sixteen-Week Course Same as the full semester refund policy	

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 Associate Dean for Academic and Student Affairs.