

Half of the total loan amount will be disbursed each semester. The anticipated disbursement amount for each semester will appear as pending aid on the semester's first two billing statements, as we are obligated to wait until 10 days prior to the start of the term before disbursing federal funds to students. If the loan has not been credited to the student account by mid-semester, contact the Financial Planning Office or use the *My Direct Loan* website, www.studentloans.gov, to learn the cause of the delay.

Please retain this flyer as a reference in case questions arise in regard to your student account during the year. The following phone numbers may be particularly helpful to you as the Business Office acts as a clearing house for various student charges and credits from other departments and offices.

	Office	Area Code (563)
Barnes & Noble	Bookstore	588-7130
Cashier	Business Office	588-7335
Financial Aid	Financial Planning	588-7136
<i>(Loans and Scholarships)</i>		
Laptops	Technology Center	588-4957
Tech Issues	Help Desk	588-4949
Library Fines	Loras Library	588-7189
Meal Plan Changes	Student Life	588-7137
Housing Info	Student Life	588-7137
Car Registration	Campus Safety	588-7114
Parking Tickets	Campus Safety	588-7114
Academic Issues	Registrar	588-7810
Transcript Requests	Registrar	588-7106

Information included in this brochure is subject to change at any time without advance notice



LORAS COLLEGE[®] BUSINESS OFFICE

Undergraduate Billing & Payment Procedures



2018-2019

Billing Procedures:

Tuition, room, and board charges are billed by the semester. Monthly statements will be published through Loras College's online system, CASHNet. The college does not mail paper statements to students and/or parents. Students can access their account online by going to the Loras College Portal, selecting *Loras Links*, then *eBill*, then *Make a Payment*. For a parent or authorized user to access a student account, please review the instructions on how to set up a parent pin located on the *eBill* page of the Loras College Portal. Statements will be published online in early July for the fall term, early December for the January and spring terms, and early May for the summer term.

Loras College requires **ALL** students to make payments in accordance with a payment plan on their student account.

Loras College requires **ALL** students to make payments in accordance with a payment plan on their student account. By registering for classes, the student is agreeing to make payments under this plan. A student may choose to pay the balance of his/her account in full prior to the start of the semester with no penalty. Payments being made in full are due by August 15 for the Fall term and December 15 for the Spring term. Students wishing to make monthly payments can find the payment plan amount under the *Installment Payment Plans* section of his/ her online student account. Please note—this payment amount may fluctuate each month if charges and credits are applied to the student account. Students who do not fulfill their monthly payment requirement will be assessed a **nonrefundable** \$50 service charge each month if the payment is not received by the 15th of the month.

Payment Plan payments are due on the following dates:

<u>Fall 2018 Payment Plan</u>	<u>Spring 2019 Payment Plan</u>
August 15, 2018	December 15, 2018
September 15, 2018	January 15, 2019
October 15, 2018	February 15, 2019
November 15, 2018	March 15, 2019

Final payment for the fall and spring semesters (November and March) should pay the account in full. January term payments are included in the Spring payment plan. Summer term payments are due in full by June 15. Students are not permitted to register for

the next semester or receive transcripts unless payments have been completed and the student is current on the payment plan.

Loras College accepts cash or checks in the Business Office in Keane Hall. Checks can also be mailed directly to Loras by using the payment mailing address provided on the last page of each statement. Electronic Check payments (ACH) and Credit Card payments can be made online through the student account. ECheck payments (ACH) allow the student to securely pay the statement directly from a checking or savings account for no additional fee. Credit cards are accepted for a convenience fee of 2.75%—Visa, MasterCard, Discover, and American Express only. **Payments returned for any reason will be charged a \$30 returned item fee.**

For further information regarding billing, payments, or the online system, please contact the Business Office at (563) 588-7335 or loras.reply@loras.edu.

Price List for 2018-2019:

Tuition: \$32,524 per year—The standard tuition rate per semester is \$16,262 for 12 to 18 credits. Credits taken during the January term will be included in the spring full-time tuition rate. There will only be an additional tuition charge if the student is not registered full time in the spring or fall, or the student is taking more than 36 credit hours between fall, January term and spring combined. All students taking more than 18 credits OR less than 12 credits are charged \$725 per credit.

Miscellaneous charges such as music lessons, lab fees or additional charges related to the January term are indicated in the course descriptions and are not included in the tuition priced listed above.

DuTech Services Fee: \$1,060 per year—This fee will be assessed to all full-time students. Graduate or part-time undergraduate students are not required to have a College-owned laptop but will be assessed a technology fee of \$42 per credit hour (e.g. a three credit class will be charged \$2,175 tuition and a \$126 DuTech Services fee). This fee will be waived for part-time students who choose to pay \$530 per semester and have the use of a College-owned laptop for the semester.

Student Fees: \$600 per year—This fee is collected on behalf of student organizations such as CAB, Student

Senate, the Lorian, LCTV, etc. All full-time students pay the student fees.

Course Fees: Some courses have an additional course fee that applies. Please view the course description through the IQ Main Page to see those courses that have additional fees.

Bookstore Charges: Students may use their student account to purchase books and supplies at the Barnes & Noble bookstore on campus. The bookstore accepts American Express, Discover Card, MasterCard and Visa. Students who wish to have **textbook** charges added to their student account will need to have a valid Loras College student ID card.

Meal Plan Options:

All students living in traditional housing (Beckman, Binz, and Rohlman) are required to have a Student Dining Plan. The meal contract entitles students to meals when classes are in session. Duhawk Dollars cannot be used during winter break. The plans are not transferable from one student to another, and any meals not eaten at the end of the semester are not transferable and are nonrefundable. First and second year students are required to have the Student Dining Plan. Juniors and seniors in alternative housing may choose to opt out of a meal plan.

Student Dining Plan **\$4,275 per year**

All students living in traditional housing (Beckman, Binz, and Rohlman Hall) are required to participate in the college's dining plan. The dining plan entitles students to 15 meals per week and \$200 Duhawk Dollars per semester which can be used at the Café, The Pub, Einstein Bros. Bagels, POD Express, or Duhawk Market when classes are in session. Students will also receive 2 guest passes for use each semester. Unused meals each week do not roll forward to the next week. The plans are not transferable from one student to another, and any meals not eaten at the end of the semester/dollars not used at the end of the semester are not transferable and are nonrefundable. Meals are available on campus during January Term at no additional cost.

Alternative Meal Plan Options:

All students living in alternative housing (Byrne Oaks, McCarthy-Lynch Apartments, Smyth Hall, Visitation Complex or College-owned houses) and all commuter students are NOT required to be on a meal plan.

However, they may choose to be on a traditional or alternative meal plan. The Duhawk Plan and Loras Meal Plan ARE NOT available to students living in traditional campus housing. The Duhawk Plan or Loras Meal Plan contracts entitle students to meals only when classes are in session. Duhawk Dollars cannot be used during winter break. The plan is not transferable from one student to another. All meal plans will automatically be reassigned for the spring semester unless the Residence Life Office is notified in writing that you do not want to renew a plan. Meal plans cannot be changed after August 31 in the fall semester and February 1 in the spring semester. Meals are available on campus during the times that January Term classes are in session.

Duhawk Plan **\$1,150 per year**

This plan features \$575 per semester to be used in the Cafe, The Pub, the Duhawk Market, Concessions, Einstein Bros. Bagels or the Hoffmann mini-store (POD). While balances are transferable from fall to spring semester if you renew your plan second semester, any remaining balance at the end of spring semester is nonrefundable. Additional points can be purchased throughout the semester (minimum of \$25); however, points are not transferable from one student to another. Purchases of \$100 or more in additional points receive a 5% bonus from Campus Dining.

Loras Commuter Meal Plan **\$275 per year**

This plan allows for \$275 to be used in the Café, The Pub, the Duhawk Market, Concessions, Einstein Bros. Bagels, or the Hoffmann mini-store (POD). This plan will carry forward during the academic year as long as you continue to be enrolled as a Loras College student. Points are not transferrable from one student to another and any unused balance is nonrefundable. This plan is available to commuter students only.

Campus Housing Options:

Residence Halls and Apartments -- per year

	Single	Double	Triple+
Lynch-McCarthy Apts	\$5,050		
Beckman	\$5,000	\$4,000	\$3,900
Beckman w/bath			\$4,250
Binz	\$5,000	\$4,000	\$3,900
Binz w/bath			\$4,250
Byrne Oaks	\$4,570	\$4,250	
Rohlman	\$4,270	\$4,000	\$3,900
Rohlman w/bath			\$4,250
Smyth	\$4,370	\$4,000	\$3,900
Visitation	\$4,400	\$4,000	\$4,550
Visitation Suites			\$4,550

Houses--- per year

1870 Alta Vista	\$4,000	998 Kirkwood	\$4,100
1880 Alta Vista	\$3,760	776 Loras Blvd	\$4,100
1920 Alta Vista	\$4,100	810 Loras Blvd	\$4,100
706 Angella	\$4,100	820 Loras Blvd	\$4,100
726 Angella	\$3,760	830 Loras Blvd	\$3,760
770 Angella	\$3,750	840 Loras Blvd	\$4,100
1381 Belmont	\$4,100	860 Loras Blvd	\$4,100
1395 Belmont	\$4,100	870 Loras Blvd	\$4,100
1816 Cox	\$3,750	880 Loras Blvd	\$4,100
1920 Cox	\$3,760	548 May Place	\$3,750
830 Kirkwood	\$4,100	655 W. 17 th	\$4,100
840 Kirkwood	\$3,760	660 W. 17 th	\$4,100
890 Kirkwood	\$4,100	705 W. 17 th	\$4,100
908 Kirkwood	\$4,100	725 W. 17 th	\$3,760

Refund Policy for Students Dropping a Class or Withdrawing from School:

A student who has preregistered for or is attending classes but decides not to attend Loras College must inform the Retention Coordinator, room 542 Alumni Campus Center, in writing of the change in plans. Students are liable for **ALL** charges until official notice is received. If a student leaves the College for any reason, the student account becomes due immediately. If a student has an outstanding balance on the student account, the account is coded as delinquent. Accounts in delinquent status are subject to a 1% (12% annually) delinquency charge on the outstanding balance each month until the account is paid in full.

According to the federal refund policy, the student's official withdrawal date determines the formula used to

calculate the percentage of earned aid/charges. Institutional charges are adjusted through the 4th week of classes. Withdrawals after the 4th week of class do not receive a refund. Financial aid is adjusted until the student has passed the 60% point in the semester. After this date, no adjustment will be made for students who withdraw from all classes.

Institutional charges include tuition, room, board, technology, and course fees, if any. Further information is available upon request from the Office of Financial Planning, 100 Keane Hall.

Dropping a class: After the 20th day of class, financial aid will not be adjusted when a student drops a class. Classes dropped prior to this date will be adjusted on the same percentage basis as is used for students who withdraw from all classes.

Room and Board adjustments: Students who move in, but withdraw from school on or before the first day of class, will be charged 5% of the cost of room and board. Students who are still enrolled but are allowed to move off campus or drop a meal plan will have charges adjusted on the same percentage basis as is used for students withdrawing from school. If a student terminates a housing contract after taking residence, the student is responsible for buying out the remainder of the contract at 50% of remaining costs. This does not apply to first year students. Students leasing houses or apartments will be bound by the terms of their lease so the refund schedule is not applicable.

Financial Aid:

The Office of Financial Planning processes student loans and provides information about Federal loan eligibility. Students who borrow a Federal Direct Subsidized or Unsubsidized loan are borrowing directly from the Federal government. All new students will be required to complete a Direct Loan Master Promissory Note (MPN) and Entrance Counseling at www.studentloans.gov. New borrowers must complete both of these requirements before the loan proceeds will be disbursed to the student account. Other than the FAFSA (Free Application for Federal Student Aid) and the Master Promissory Note, there is no additional application for the Federal Direct Loans. Please be aware that the net amount of the Direct Loan will be slightly lower than the total amount awarded to the student due to the origination fee charged to the borrower at the time of disbursement.