

# Financial Policy Information

## Withdrawal and Reduction of Charges

### Policy 2024-2025



The information below is provided to help you **estimate** your charges for the upcoming year and explain billing and payment policies at WWC. After fall registration and billing is completed, you can view your account on MyWWC to see your actual charges. Accepted financial aid awards will credit your account with pending aid. If you anticipate receiving aid, you must complete the financial aid process for the aid to be credited to your account. If you have questions about the billing process, email [studentaccounts@warren-wilson.edu](mailto:studentaccounts@warren-wilson.edu). For financial aid questions, email [finaid@warren-wilson.edu](mailto:finaid@warren-wilson.edu).

Academic Year 2024-2025	Residential Student		Off Campus (Day) Student	
	Fall 2024	Spring 2025	Fall 2024	Spring 2025
Charges				
Full-Time Tuition (12-18 credits per semester)	\$20,240.00	\$20,240.00	\$20,240.00	\$20,240.00
Student Comprehensive Fees	\$275.00	\$275.00	\$275.00	\$275.00
Technology Fee	\$155.00	\$155.00	\$155.00	\$155.00
Health Fee	\$55.00	\$55.00	\$55.00	\$55.00
Transportation Fee	\$50.00			
*Food & *Housing (Basic: Open Dining with \$40 Flex per semester)	\$6,525.00	\$6,525.00		
NC Sales Tax on Food Plans	\$122.00	\$122.00		
Day Student Fee			\$500.00	\$500.00

**Estimated total basic charges per semester for continuing student++**      **\$27,422.00**      **\$27,372.00**      **\$21,225.00**      **\$21,225.00**

New/Transfer/Readmit Security Deposit	\$400.00		\$400.00	
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**Estimated total basic charges per semester for readmitted student++**      **\$27,822.00**      **\$27,372.00**      **\$21,625.00**      **\$21,225.00**

New/Transfer student Orientation Fee	\$400.00		\$400.00	
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**Estimated total basic charges per semester for new/transfer student++**      **\$28,222.00**      **\$27,372.00**      **\$22,025.00**      **\$21,225.00**

Mandatory Health insurance charged in full at the beginning of Fall semester. Students starting in the Spring are charged the spring portion. The charge may be waived for self-insured who complete online waiver before the deadline.	\$2,101	\$1,222	\$2,101	\$1,222
Additional Charge for Plus Food plan-total \$130 Flex per Semester	\$90.00	\$90.00		
Additional Charge for Premium Food plan-total \$240 Flex per semester	\$200.00	\$200.00		
Private room fee (limited availability)	\$1,500.00	\$1,500.00		
Credits over 18	\$844 per credit			
Course/Lab fees	Various: Based on course registration.			

**++Estimated charges-other fees may apply, view your student account online.** Charges are finalized on the last drop/add day each semester.

Additional information concerning college charges, fees, fines, refunds, and payment policy is available on the Student Accounts webpage at MyWWC.

**To *estimate* payment due:** Take total basic charges amount from table above; New/Transfer/Readmit students, subtract the \$300 deposit you paid. If you have received a financial aid offer, subtract only the semester's accepted awards from the total semester charges and add in any food plan upgrade, insurance, overload fees, etc., if applicable. WWC only issues bills one semester at a time.

**Due Dates:**

**Fall – July 1 New Students / July 15 Returning Student**

**Spring – December 15**

**Summer – May 1, subject to change**

**Payment must be made in full for the semester (or an approved payment plan must be in place) within 15 days of the due date. A late payment fee will be assessed on accounts that are past due.**

**Monthly Payment Plan:** If using one, the payment plan must be in place by the payment due date. Payment may be made in interest-free monthly installments by arranging a contractual agreement with Nelnet online at [www.CampusCommerce.com](http://www.CampusCommerce.com) or by phone at (800) 609-8056. Credit card convenience fees apply. Enrollment fee and first month's payment or down payment must be made for the payment plan to be approved. For more information about payment options, visit <http://www.warren-wilson.edu/student/student-accounts/payment>.

**MyWWC:** Student charges can be viewed on the student portal MyWWC. Billing statements may be generated and printed on the *Student Account* page, under *Billing & Aid*. Billing notifications will be sent to student's WWC email addresses. Students are expected to login to MyWWC to view their bill and arrange payment. Students are responsible for checking their email for electronic bill notifications and for making payments on time. It is the student's responsibility to view the account on a *regular basis* to prevent any problems with their account, and to monitor their WWC email for billing notifications. If a student sets up an authorized user in MyWWC, that person will also have access to view and pay the student account. Any financial aid awards are viewable on the student's Financial Aid Portal.

**\*Housing charges** are based on double occupancy for the regular academic period of the semester. Students who remain on campus during breaks (for academic reasons) will be charged an additional amount for food/housing. Private rooms are an additional \$1,500 per semester. Due to the limited number of available private rooms, advance billing is not generally available. Payment must be made at the time the request for a private room is granted.

**\*Food Plan** provides open dining service at Gladfelter and at Cowpie, along with \$40 flexible spending dollars for use at Gladfelter, the Owls' Nest, and Cowpie. The Plus and Premium food plans add additional flex spending dollars as described below. **NC sales tax will also be charged on food plans, per state law.**

**\*Pet Fees** are nonrefundable and charged per semester.

**Food and Housing Options** (*ALL students living on campus are required to be on a food plan*)

Double Occupancy **Room** with **Basic** food plan - open plan with \$40 flexible declining balance per semester - \$6,525

Double Occupancy **Room** with **Plus** food plan - open plan with \$130 flexible declining balance per semester - \$6,615

Double Occupancy **Room** with **Premium** food plan- open plan with \$240 flexible declining balance per semester - \$6,725

**Work Program Award:** The work program financial aid award for on-campus students is paid directly to the student's account monthly (**as earned**) for hours worked, recorded, submitted, and approved on a timecard in accordance with WPO guidelines. A student is allowed to defer initial payment for the semester for the work contract awarded. The student is responsible for paying the full balance due on the account whether he/she has completed the work contract at the end of each semester.

**State Prepaid Tuition or College Savings Plans:** Documentation of the payment amount that will be made to your account by a third party state prepaid tuition or college savings plan (e.g. a 529 Plan or Florida Prepaid) should be sent to the Student Accounts Office by mail or email ([studentaccounts@warren-wilson.edu](mailto:studentaccounts@warren-wilson.edu)) to request a promissory note. Contact the third party **early** to authorize disbursement to Warren Wilson College. Deferrals are lifted soon after the beginning of the semester. If the deferred payment does not arrive, for whatever reason, the balance due must be paid immediately to keep the account in good standing.

**Outside Scholarships:** If you have received an outside scholarship, send a copy of the award letter and/or check to the WWC Financial Aid Office as soon as possible.

**Payment:** To register for classes, a student must agree to pay in a timely manner all financial obligations to Warren Wilson College which are incurred during the entire tenure of enrollment at Warren Wilson College, and in accordance with the published policies of Warren Wilson College. This agreement covers payment of tuition, and where applicable, food and housing or day student fees, and any other fees, including course fees and materials, fines, or charges in accordance with policies established by the college.

Failure to pay will result in the following charges and penalties:

- If payment in full is not made or arranged with an approved payment plan within 15 days of the due date, a late payment fee will be assessed on the account.
- If payment is not made or arranged prior to the start of classes or check-in to campus housing (whichever is earlier), students will not be able to return to campus or check-in to campus housing, and their registration may be dropped.
- If a payment plan defaults during the semester, registration may be dropped.
- Failure to remit required payments will prevent the registration for the next semester. Warren Wilson College may utilize all legal avenues available to pursue delinquent payments, including cost of collection efforts (within guidelines of North Carolina State Law)
- Payment plans contracted through Nelnet are subject to enrollment fees and returned payment fees.
- There will be a \$25 fine for each returned check. After 3 returned checks, payment must be made by credit card, cash, or money order.

**Withdrawal/Reduction of Charges policy:** Students are not responsible for the balance of the semester charges and required/applicable fees if the college receives a written notice of withdrawal **before** the first day of classes begins. If for *any reason* enrollment is canceled on the first day of classes or after classes begin, the tuition and food and housing charges for the semester will be reduced depending upon the period the student has been enrolled. Fees are **not** refundable. Financial Aid will be reviewed and adjusted/reduced according to federal Return to Title IV guidelines if withdrawal occurs before 60% of the semester has been completed. Federal guidelines for calculating the return of financial aid are different from the tuition reduction of charges policy, so a return of any financial aid funds may result in a balance due to Warren Wilson College.

For more information concerning the Return to Title IV policy and process please contact the Financial Aid Office or see the Return to Title IV policy on the website.

<b>The following Reduction of Charges Policy will be in effect for each semester:</b>
Tuition, fees, food/housing: <b>100% reduction of charges</b> if withdrawal is <b>before the first day of classes*</b>
After first day of classes but before the end of week seven, tuition, food and housing* charges will be reduced as follows:
<b>90%</b> reduction of charges if withdrawal is before the end of the <b>first week</b> of classes.
<b>80%</b> reduction of charges if withdrawal is before the end of <b>week 2</b>
<b>70%</b> reduction of charges if withdrawal is before the end of <b>week 3</b>
<b>60%</b> reduction of charges if withdrawal is before the end of <b>week 4</b>
<b>50%</b> reduction of charges if withdrawal is before the end of <b>week 5</b>
<b>40%</b> reduction of charges if withdrawal is before the end of <b>week 6</b>
<b>30%</b> reduction of charges if withdrawal is before the end of <b>week 7</b>
<b>No reduction</b> of charges for withdrawals <b>after the end of week 7</b>
*For residential students, the withdrawal date for reduction of charge purposes is the date the student is officially checked out of student housing or the last day of attendance, whichever is later.
*For residential students who have checked in early and elect to leave prior to the first day of classes, they will be assessed a \$500 fee.
Work credits are paid to the student account as earned.
Fees are <b>not</b> prorated or reduced
After the end of week seven:
No reduction of charges for tuition, housing and food, or NC food tax
Work credits are paid to student account as earned

**FERPA: FERPA (Family Educational Rights and Privacy Act) prohibits Warren Wilson College from providing certain information regarding student records to any third party, including parents.** Unless the student completes a FERPA Release Authorization form, we are unable to share details including (but not limited to) tuition, fees and other account charges, student account payments and student account status, and tuition overpayment refund checks with anyone other than the student, regardless of who has remitted payment to the student’s account.

Please contact the Registrar’s Office to obtain the FERPA Release Authorization form.

**Disclosure:** Federal regulations concerning the Truth-in-Lending Act require the following technical disclosure of terms of payment and credit. The payment of a student's obligation to Warren Wilson College will be governed by this Payment Agreement, the Student Handbook, and the Academic Catalog. Charges for tuition, food, housing, and fees for each academic year are published on the Student Accounts webpage. Warren Wilson College is a non-profit institution of higher learning. As such, student receivable accounts are considered to be educational loans offered for the sole purpose of financing an education and are not dischargeable in bankruptcy proceedings. Full payment of tuition and fee charges for each semester is due by the payment due date for each semester. Payment for the Fall Semester is due by July 1 for new students and July 15 for returning students. Payment for the Spring Semester is due by December 15, and payment for the Mountain Term is due by May 1.

There are no monthly payment plans for the Mountain Term.

**If a monthly payment plan is not in place, or the balance due is not paid in full within 30 days of the official due date, a late payment penalty will be assessed. Students will not be allowed to check-in to the dorms or begin classes if there is a balance due on the account.**

If Warren Wilson College defers payment of a student account balance based on certified, guaranteed federal or state funds, or any other aid, and if that award is later reduced, denied or declined, the outstanding account balance will be due immediately and late payment fees and other penalties may apply.

All refunds requests due to overpayment on accounts through myWWC are subject to a waiting period of 10 business days before processing.

Students should consult the student handbook regarding other fines/fees (i.e. dorm fines, parking fines, library fines, etc.). In case of an error on your account, send your inquiry in writing to the Student Accounts Office, Warren Wilson College, P.O. Box 9000, Asheville, NC 28815, and include the student's name, student ID, and the reason for the dispute. You remain obligated to pay the charges on your account not in dispute, but you do not have to pay any amount in dispute until such time as the College either corrects the error or denies the appeal. During the same time, the College may or may not take any action to collect disputed amounts or report disputed amounts as delinquent. Your notice in writing must reach the Student Accounts Office within 60 days after the charge was applied in order to preserve your rights under the Federal Truth-In-Lending Act.