

G. Student's Right to Cancel: The student has the right to a full refund of all charges if he/she cancels this agreement by submitting a *Columbia College Add/Drop/Withdrawal Form* or through CougarTrack, prior to close of business on Monday of the second week of the session.

In addition, the student may withdraw from a course after instruction has started by submitting a *Columbia College Add/Drop/Withdrawal Form* and receive a pro-rated refund for the unused portion of the tuition and other refundable charges if the student has completed 75% or less of the instruction. Refunds will be made within 30 days of cancellation or withdrawal.

If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:

1. The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan and
2. The student may not be eligible for any other government financial assistance at another institution until the loan is repaid.

Columbia College advises students to take advantage of the financial aid counseling available on the college website before accepting any student loans.

H. Tuition and Charges:

Tuition: _____ in-seat hours @ \$ _____ per session and _____ online hours @ _____ per session = \$ _____

Undergraduate Admission Fee*	\$35.00
Graduate Admission Fee*	\$55.00
Undergraduate Graduation Processing Fee*	\$75.00
Graduate Graduation Processing Fee*	\$120.00
Lab Fees	\$40.00
Book Fees*	~\$150.00-\$300.00
Deferred Payment Plan Fee*	\$35.00

***Fees are non-refundable.**

Please note: The tuition and fee charges noted above are not subject to change in the academic year for which this form is designated.

TOTAL CHARGES FOR CURRENT PERIOD OF ATTENDANCE: \$ _____
ESTIMATED TOTAL CHARGES FOR ENTIRE EDUCATIONAL PROGRAM: \$ _____
TOTAL CHARGES STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT: \$ _____

Payment Policy: Students are responsible for the amount shown above. Students are required to pay the personal payment portion of their tuition and fee charges (tuition and fee charges less financial assistance) at the time of registration. If full payment is not possible, students are allowed to request a payment plan. The payment plan arrangement requires payment of one half of the personal payment portion at the time of registration. Payment of the second half is required prior to the last day of the session or before registering for a subsequent session. There is a flat, per-session fee to defer payment of charges not covered by financial aid, military tuition assistance, or other third-party payer.

I understand that this is a legally binding contract. My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the institution's cancellation and refund policies have been clearly explained to me.

This agreement is accepted by: _____
Signature of Student or Guardian Date

Authorized School Official: _____
Signature and Title Date