

Expenses & Fees

See Student Fee/Refund Information chart on page 21 for a summary of fees.

Payment of Fees

Payment may be made by one of the following methods:

1. On the College website
 - Credit Card – MasterCard, VISA, Discover Card
 - Financial Aid fee waiver and credit card
2. On-Campus at the Business Services Office
 - Personal Check
 - Money Order
 - Cash
 - Credit Card – MasterCard, Visa, Discover Card
 - Financial Aid fee waiver and one of the above
3. By mail
 - Personal Check
 - Money Order

All fees are due and payable at the time of registration. Students will be charged \$25 for returned checks. Within 10 days of registering for any classes, students must have a zero balance or they will be dropped for nonpayment of fees. Students who are California residents and have an active BOG fee waiver before registering will not be dropped. All students will not be dropped once classes start.

Columbia College 2013-2014 Cost of Attendance

TITLE IV CODE: 007707

The Financial Aid Office establishes (within Federal, State, and regional guidelines) modest budgets that reflect the average student's costs for a nine month period. Taken into consideration are a variety of conditions, such as living accommodations and special additional costs. Sample expense budgets for a full-time student are shown below:

	Living with Parents without Dependents	All Other Students
Enrollment & Health Fees*	\$1,244	\$1,244
Books and Supplies	\$1,710	\$1,710
Food and Housing**	\$4,518	\$11,268
Personal Expenses	\$3,096	\$2,844
Transportation	\$1,252	\$1,252
Total Cost of Attendance	\$11,820	\$18,318

* Based on anticipated 2013 enrollment fees of \$46 per unit. Out-of-state students are charged an additional \$222 per unit for tuition.

** Represents costs of meals and basic expenses which family continues to provide while student lives at home.
Reasonable documented dependent care expenses may be added to the basic cost of attendance.

Health Services Fee

A required health services fee of \$15 for Summer and \$18 for Spring/Fall is charged to each credit and non-credit student. Health fees are used to provide on-campus health services and Student Accident Insurance. Students who depend exclusively upon prayer for healing may be exempt from payment. Contact the Business Office for waiver procedures (588.5114).

Parking—Parking Fee Refund Policy

Semester parking permits are not mailed and must be picked up at the Business Services Office. Parking fees are only refundable prior to the first day of instruction except when the college cancels a class for which the permit is needed. The parking permit must be returned or never picked up to process a refund. To request a refund, complete the online request for refund available on connectColumbia under Financial Information on the main student menu.

Student Activities Sticker Fee \$5 (optional)

The optional Student Activities Sticker may be purchased for \$5 and affixed to the Columbia College ID card. You may purchase your sticker at the Business Services Office. The Activities Sticker provides:

- Discounts at the Manzanita Bookstore (on-campus)
- Discounts at participating local merchants
- Discounts on special events held on-campus
- Discounts at participating local fast food restaurants

Contact the Student Senate Office for further details at 588.5270

Student Center Fee

A student center fee of \$1 per unit, to a maximum of \$10 per fiscal year, is assessed to be used for the renovation or new construction of a Student Center Building. During the Spring Semester of 1992, the Student Senate conducted an election and the student body voted to assess themselves a permanent, non-revocable fee. These funds may only be used for the Student Center Building.

Student Representation Fee \$1

Established by 2/3 vote of the student body, money collected is used by the Associated Student Body to represent student concerns at local, state, and federal government levels. A student may for religious, political, financial or moral reasons, request a waiver of the student representation fee. Contact the Business Office for waiver procedures.

Enrollment Fee Waiver Program

Students who receive TANF, CalWORKs, GA, who are a dependent of a deceased/disabled veteran, or who are considered low income may be eligible for the Board of Governors Fee Waiver (BOG) which waives the enrollment fee (per unit price). The BOG is effective for an entire academic year (Summer/Fall/Spring) and is available regardless of the number of units enrolled. One must be a California resident to qualify. Students may apply by completing the BOG application available in the Financial Aid Office or on the college website. However, Columbia College encourages students to submit the FAFSA application as they may qualify for additional federal aid as well as the BOG.

If you feel you are low income, but you do not qualify to have your fees waived using the above described method, you may complete the Free Application for Federal Student Aid which is also available on the Financial Aid Website. It is a more complicated application and it takes 12 weeks to process. If you are found eligible for the waiver, you are entitled to request a refund of the enrollment fees that you have already paid.

Students who meet AB540 criteria can apply for the state funded fee waivers by completing the California Dream Act available on the Financial Aid website.

Procedure for Fee Refunds

REFUND PROCESSING

- Full-semester classes dropped within the first 2 weeks of the term are eligible for a refund.
- Short-term classes, meeting more than 5 times and 20 hours, are eligible for a refund during the first 10% of the class.
- Classes meeting fewer than 5 times and 20 hours are eligible for refunds if the class is dropped **prior** to the first class meeting.
- Class refund dates are available online through **connectColumbia** by clicking on “My Current Schedule.”
- Students **will not** be responsible for requesting refunds for classes cancelled by the College.
- If fees or tuition are paid by check, a refund will not be processed until the check has cleared the bank.
- Processing of refunds by the Business Office takes 6 to 8 weeks.
- Refund forms are submitted electronically through **connectColumbia**. The Online Refund Request Form link is listed on the Student Menu under the Financial Information heading. Students without internet access may request a hard copy form from the Business Office.
- In accordance with Yosemite Community College District Policy 5025.2, a ten dollar (\$10) administrative processing fee is charged for enrollment fee refunds except in the case of a class cancelled by the College.

- Refund checks will be mailed or credited to the credit card used for payment.
- Credit balances may be carried over and used to pay fees for one academic year. At the culmination of the year, credit balances are removed from a student’s account (Title V, Section 58508).

Refunds are not automatic. Exception: Refunds of fees will automatically be made to students enrolling in classes which are cancelled by the College.

Financial Aid Withdrawal and Repayment Policy 2013-2014

Return of Title IV Funds (R2T4)

Per federal regulation, 34 CRF Parts 668, 682, and 685, any student who receives financial aid funds and drops units or withdraws from all classes prior to completing more than 60% of the semester, will be required to pay back a portion of the grant funds to the federal government. Students who owe Return of Title IV funds are ineligible to receive additional federal financial assistance from any college or university until satisfactory repayment arrangements have been made.

If you receive financial aid, please contact the Financial Aid Office first before withdrawing from any course.

Health & Human Performance Enrollment Restriction

In compliance with the Title V regulation number 76002, enrollment by high school students in Health & Human Performance activity sections is restricted to a maximum of 10% of the total allowable enrollment (For example: If a section will allow enrollment of 30 students, only 3 of the 30 can be high school special admit students.) When the 10% limit is reached, all further high school students will be blocked from registration and directed to attempt to enroll in another section of the course or another activity course.