
VI. Financial Aid Information

Financial Aid Information

Kentucky Wesleyan offers an extensive program of financial assistance to those students who qualify. Students with demonstrated financial need may qualify for federal and/or state grants, low-interest loans and on-campus student employment. The college also offers a wide array of non-need-based scholarships and need-based grants as well as tuition remission programs for those who qualify.

Kentucky Wesleyan is committed to attempting to meet the demonstrated financial need of qualified students. Under federal and state regulations, if a student's financial aid package includes any federal or state need-based grant aid, the value of any Kentucky Wesleyan College awards (even if those awards are not need-based) may be adjusted to insure that the total gift aid does not exceed the student's need. Additionally, it is our policy to insure that the total aid does not exceed the student's direct cost. Exceptions to this policy include loans, TEACH grant and some outside scholarships. Direct cost includes tuition, mandatory fees and traditional semiprivate room and meal plan (if applicable). The College's goal is to provide the student with the combination of federal, state and institutional aid which results in the most assistance possible for the student. Students can receive financial aid for enrolled courses that are required for their program of study. Non-required courses will not be considered when awarding financial aid.

Application Procedure for Financial Assistance

All students who wish to apply for any form of financial assistance (federal, state or institutional grants, scholarships, loans or employment) must complete the Free Application for Federal Student Aid-FAFSA. The priority filing open date for the FAFSA is October 1st or as soon as possible thereafter each year. The U. S. Department of Education processes the FAFSA. The result provides the Expected Family Contribution (EFC) which is used to determine the student's eligibility for need-based financial assistance. Financial need is defined as the difference between the cost of attendance and the EFC.

Grants and Scholarships

Federal Pell Grant – a need-based grant program. Eligibility is based upon the student's EFC. Award maximum amounts are determined each year by Congress. Generally, Pell Grants are awarded to students with extremely high financial need, and the lower the EFC, the higher the Pell Grant. Students may be eligible at less than full-time enrollment. The life time maximum of Pell a student may receive is the equivalent to 12 full-time semesters. Awards pro-rated if less than full-time. FAFSA is required.

Federal Supplemental Educational Opportunity Grant (SEOG) – a need-based federal grant program administered by Kentucky Wesleyan College. SEOG is designed for students with extremely high financial need. Limited funds for each academic year are supplied by the US Department of Education. Because funding is limited, early application is necessary. FAFSA is required.

TEACH Grant – a non-need based federal grant program administered by Kentucky Wesleyan College. The Teacher Education Assistance for College and Higher Education grant program provides grants of up to \$4,000 per academic year to students who agree to serve as a full-time teacher in a high-need field in a public or private elementary or secondary school that serves low-income students. Other requirements include scoring above the 75th percentile on a college admissions test or maintaining a cumulative GPA of at least 3.25. This is a non-need based grant but does require the FAFSA. Please contact Wesleyan's Financial Aid Office for more details.

Kentucky College Access Program (CAP) – a need-based state grant program. Eligibility is limited to legal residents of the state of Kentucky who are eligible for a Federal Pell Grant. Awards are made by the Kentucky Higher Education Assistance Authority (KHEAA) based upon the Kentucky colleges listed on the FAFSA. Students may be eligible at less than full time enrollment. Students may receive CAP awards for not more than eight semesters. Funding is limited; early FAFSA filing is necessary. Awards pro-rated if less than full-time.

Kentucky Tuition Grant (KTG) – a need-based state grant assistance program. Eligibility is limited to legal residents of the state of Kentucky who are planning to attend a Kentucky private college. Awards are made by KHEAA based upon the Kentucky colleges listed on the FAFSA. Students must be enrolled full-time in order to qualify. Awards may vary based upon the student's financial need. Students may receive KTG awards for no more than eight semesters. Funding is limited; early FAFSA filing is necessary.

Kentucky Educational Excellence Scholarship (KEES) – a merit-based scholarship program. Eligibility is limited to Kentucky residents who are Kentucky high school graduates who have earned base or bonus awards under the program guidelines. Contact your high school counselor or the Kentucky Higher Education Assistance Authority (1-800-928-8926 or <http://www.kheaa.com>) for complete information. Half-time or greater enrollment is required. Awards pro-rated if less than full-time. Awards can be reduced or cancelled if a certain GPA is not met. Students must meet “On-track to Graduate” requirements.

Kentucky Wesleyan College Academic Scholarships – an institutional merit-based assistance program. FAFSA or FAFSA waiver is required each year. FAFSA waiver must be approved by Director of Financial Aid. Awards are made based upon the high school GPA and ACT or SAT scores of the admitted applicants. For transfer students, awards are based on college GPA. The scholarships range up to full tuition. Financial need is not a requirement for receipt of these scholarships, but the scholarship may be used to meet need when combined with other financial assistance received by the student. Academic scholarships are available for a maximum of eight traditional semesters. Some academic scholarships have GPA requirements and may be decreased if requirements are not met. Full-time enrollment is required, unless the student is in their final semester of study.

VA Kentucky Wesleyan Yellow Ribbon – students that are eligible for VA Kentucky Wesleyan Yellow Ribbon Scholarships will not receive an additional merit based scholarship. Exceptions will be considered for campus residential students.

Standards for Academic Progress for Kentucky Wesleyan College Academic/Talent Scholarships

This is the general guideline to determine the amount of reduction if the minimum grade point average for the academic/talent scholarship is not maintained.

The cumulative grade point average is reviewed at the end of each academic year. If a student regains the appropriate grade point average, their original award will be reinstated for the following academic year.

Brown Scholars – 3.00 minimum grade point average with at least 24 credit hours per year.

- If grade point average is less than 3.0, the scholarship will be reduced by 25%
- If grade point average is less than a 2.5, the scholarship will be reduced by half.
- If grade point average is less than 2.0, the scholarship is rescinded.

Winchester, Heritage, Trustee Scholarships – 2.8 minimum grade point average with at least 24 credit hours per year.

- If grade point average is less than 2.8, the scholarship will be reduced by 25%
- If grade point average is less than 2.0, the scholarship will be reduced by half.

Kavanaugh Scholarship – 2.5 minimum grade point average with at least 24 credit hours per year.

- If grade point average is less than 2.5, the scholarship will be reduced by half.
- If grade point average is less than 2.0 the scholarship will be rescinded.

KY Governor Scholars – 2.8 minimum grade point average with at least 24 credit hours per year.

- If grade point average is less than 2.8 the scholarship will be reduced by half.
- If grade point average is less than 2.0 the scholarship will be rescinded.

All students are subject to a scholarship review by the Director of Financial Aid prior to the reduction of any scholarship or award.

Athletic Scholarships– an institutional talent-based assistance program available to qualifying students participating in NCAA Division II varsity sports. Additional information is available from the head coach of each sport, the College’s athletic director or the Admissions Office. Award amounts vary. Full-time enrollment is required, unless the student is in their final semester of study. FAFSA is required.

Performance Scholarships– an institutional talent based assistance program available to outstanding performers in areas such as music, art and drama and campus ministries. Additional information is available from the appropriate academic division or the Admissions Office. Award amounts vary. Full-time enrollment is required, unless the student is in their final semester of study. FAFSA is required.

CIC Tuition Exchange – a non-profit corporation, Council of Independent Colleges, of which Kentucky Wesleyan has been a member since 1975. The purpose of the corporation is to benefit the dependents of employees at member colleges and universities by offering tuition scholarships. Additional information is available from the Academic Dean’s office. Application required.

Ministers Dependent Grant – an institutional award program. Children and spouses of ordained United Methodist ministers may receive tuition remission for **up to** one-half the cost of tuition. Other institutional aid may or may not be stacked. For eligibility, contact the Director of Financial Aid. FAFSA is required.

Kavanaugh Scholarship – An institutional award program available to students who are active members of the United Methodist Church. The scholarship provides half the cost of tuition. Eligible students must meet the criteria/requirements found on the application. FAFSA required.

Tuition Remission Program – an institutional non-need based program designed to pay part or all of the tuition costs for qualifying employees and, in some cases, their dependents and spouses. To qualify, the employee must have at least one year of continuous, full-time service with the College as of the date of registration. Qualifying full-time employees can request remission for themselves, their spouses, and their dependents. Qualifying part-time employees may request remission only for themselves. Remission may be used during the Fall, Spring, and Summer semesters. Tuition remission is available for online degree programs. FAFSA must be completed if enrolled in six (6) hours or more. Additional information can be found in the Employee Handbook.

Memorial Tuition Scholarship - is available to cover part or all of the tuition costs for the spouses and legal dependents of full-time employees who die while actively employed by the College. The deceased employee must have been continuously employed full-time for at least 10 years at the time of death. Spouse and legal dependents are limited to those at the time of death, as determined by that year's federal income tax return. This benefit is only applicable for classes taken through Wesleyan and does not extend to the Tuition Exchange Programs. Additional information can be found in the Employee Handbook.

Senior Citizens Scholarship – an institutional non-need based program designed for individuals age 62 or older. Senior citizen students are eligible to take up to 15 credit or audit hours for free (not including fees or books). After the completion of 15 hours, senior citizen students are eligible to receive a senior citizen student scholarship equal to 50% tuition discount for additional courses, plus fees and books. The Senior Citizen Scholarship is available for the traditional day program only during the Fall and Spring semesters. Application is required. Please see Financial Aid Department.

Legacy Grants – An institutional grant program. Students who are children or grandchildren of Wesleyan graduates may qualify for the Legacy Grants. Award amounts vary and will be applied toward the students' direct cost or need (whichever is lesser). Full-time enrollment is required along with completion of the FAFSA.

Sibling Grants – An institutional grant program. Siblings concurrently enrolled at Kentucky Wesleyan College may qualify for the Sibling Grants. Award amounts vary and will be applied toward the students' direct cost or need (whichever is lesser). Full-time enrollment is required along with completion of the FAFSA.

United Methodist Grant – An institutional grant program. Students who are active members of the United Methodist Church may qualify for the United Methodist Grant. Pastor recommendation is required. Award amounts vary and will be applied toward the students' direct cost or need (whichever is lesser). **Awards must be made prior to initial Wesleyan enrollment.** Full-time enrollment is required along with completion of the FAFSA.

Friends of Kentucky Wesleyan College Grant/Endowed Scholarships – Wesleyan grants are need based awards that are made possible by investors and are sponsored by a variety of endowed scholarship funds that have various criteria. No special/additional application form is required. Students receiving the Grant will be contacted by the Kentucky Wesleyan Development Office requesting a letter of thanks to the investors. Full-time enrollment is required along with completion of the FAFSA.

Multiple Kentucky Wesleyan College Scholarships – Pending eligibility, type, and numbers of Wesleyan scholarships-grants, awards may or may not be stacked. Contact the Financial Aid Office for more information.

Loans

Federal Subsidized Direct Loan – a federal need-based low-interest loan program. Repayment does not begin until 6 months after the student graduates or drops below half-time enrollment. Interest is paid by the government while the student is an undergraduate and is enrolled at least half-time. Students must be enrolled at least half time to be eligible for Direct Stafford Loans. Repayment may be deferred during enrollment in graduate school. Other deferment options are available such as unemployment and disability. Interest rates are set by Congress each year.

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| Level 1 | (0-29 semester hours earned) | \$3500 |
| Level 2 | (30-59 semester hours earned) | \$4500 |
| Level 3 | (60-and above semester hours earned) | \$5500 |

Federal regulations mandate that the loan be disbursed in at least two substantially equal payments (usually half of the proceeds in the Fall semester and the other half in the Spring semester). A processing fee will be deducted by the lender from the proceeds of the loan. The undergraduate lifetime aggregate limit is \$23,000. The FAFSA is required.

Federal Unsubsidized Direct Loan – a federal non-need based loan program. All terms as stated under the Federal Direct Stafford Loan (Subsidized) apply to this loan as well, the only difference being that this loan is not interest-free while the student is enrolled. Interest does begin to accrue within 60 days of receiving loan proceeds; however, payment of interest may be deferred or paid quarterly while student is enrolled. Unpaid interest does capitalize. Students not qualifying for the full amount of Federal Direct Subsidized Stafford Loan may borrow the remaining annual maximum amount in Federal Direct Unsubsidized Stafford Loan. Federal regulations mandate that the loan be disbursed in at least two substantially equal payments (usually half of the proceeds in the Fall semester and the other half in the Spring semester). A processing fee will be deducted by the lender from the proceeds of the loan. Annual maximums vary for dependent and independent students. Interest rate is set by Congress each year. The FAFSA is required.

Federal PLUS Loan – a federal non-need based low-interest loan program for parents of undergraduate students. Parents without adverse credit history (determined by the lender) may borrow an amount not to exceed the difference between the total cost of attendance and all other financial assistance the student is expected to receive. The loan is obtained from a lending institution. The interest rate is determined each year by the Federal Government and is currently at 7.08% (2019-2020). Repayment begins within 60 days after receiving the final disbursement or 6 months after the student is not enrolled at least half-time. A minimum payment of \$50 per month (minimum payment is based upon the total amount borrowed and therefore may be higher than \$50 for some borrowers). Federal regulations mandate that the loan be disbursed in at least two equal payments (usually half of the proceeds in the Fall semester and the other half in the Spring semester). A processing fee will be deducted by the lender from the proceeds of the loan. The FAFSA is required.

Employment

Federal College Work Study – a need-based federal assistance program designed to provide students with a means to earn money to help pay college expenses. Student employees work on campus and are paid once per month. Funding is limited; early application is necessary, and the FAFSA is required. Please see the Handbook for Student Workers for more information.

Financial Aid Eligibility

In order to receive financial aid funds administered by the Financial Aid Office, the student must be admitted to and enrolled in a degree-granting program (transient students and students admitted with "special student" status are not eligible for financial aid). Other eligibility requirements are as follows:

1. Must be a US citizen or a permanent resident. International students are eligible for institutional aid if they maintain their F-1 Visa.
2. Must be enrolled at least 3 hours to be eligible for Pell (Pell eligibility is determined by the FAFSA) and at least 6 hours to be eligible for KEES, College Access Program Grant (CAP) and Direct Stafford Loans, and full-time to be eligible for Kentucky Tuition Grant (KTG) or Kentucky Wesleyan College Scholarships or Kentucky Wesleyan College Grants. KEES, CAP, and KTG are available to Kentucky residents only. Eligibility for CAP and KTG are determined by the FAFSA.
3. Must not be in default on any prior student loan(s) or owe a refund on a federal grant
4. Must not have been rendered ineligible for federal aid as determined by the FAFSA.
5. Once a student has completed the coursework required for a baccalaureate degree, they are no longer eligible for institutional, state aid, or Pell funds. However, they are eligible for federal loans, providing they are degree-seeking, have not met their undergraduate aggregate limit and are enrolled in at least six hours. Enrollment status is based on the number of hours of courses that are required for the student's program of study.
6. Students must submit final official high school transcripts in addition to any final official transcripts from all previous institutions of higher learning before financial aid will be disbursed.

7. All necessary documents requested by the financial aid department must be submitted and processed before any financial aid will be disbursed.

If required by law to do so, must be registered with the Selective Service and/or the Immigration and Naturalization Service. International students may receive Kentucky Wesleyan College funds at the College's discretion.

Financial aid at Kentucky Wesleyan College is contingent upon satisfactory academic performance. Academic policies and requirements are described in other sections of this bulletin, and students should familiarize themselves with them.

In addition, students are expected to complete degree programs within reasonable time frames. Full-time students enrolled in bachelor degree programs are expected to complete degree requirements within four years; part-time students enrolled in bachelor degree programs should finish their programs in seven to eight years. A student may receive institutional financial aid for a period not to exceed four full academic years (eight semesters) as a full-time student. Documentation is required for unusual circumstances preventing a student from degree completion within the eight-semester limit. The Director of Financial Aid may use professional judgment in extending the time limitation. With respect to time limitations, the semesters/years enrolled used to meet the maximum do not have to be consecutive.

If a student, for any reason, sits out a semester of enrollment or withdraws during a semester, he or she must apply for re-admission to the College and be admitted before an aid offer can be made. When continuous enrollment is interrupted by a withdrawal or a semester of non-enrollment, any awards that the student previously received are canceled; when re-admitted, aid will be awarded based upon the student's academic standing and aid eligibility at the time of re-admission.

Outside Scholarships

If a student receives a scholarship or grant from an agency other than the College, State, or Federal Government, such as a scholarship from an employer, church or community organization, the Financial Aid Office must include this as part of the student's financial aid package if the scholarship check is delivered to the College on the student's behalf. Receipt of outside scholarships may decrease other financial aid.

Satisfactory Academic Progress

Kentucky Wesleyan College evaluates all applicants for financial aid in accordance with the policy below. This policy meets federal guidelines, but may differ from other academic institution's policies. Each institution's policy is based on their own academic standards.

The Kentucky Wesleyan College Satisfactory Academic Progress Policy is as follows:

Each student's record will be reviewed to determine if they have made Satisfactory Academic Progress (SAP) at the conclusion of each payment period (semester or term). Upon receipt of the grades and course completion data the college will review qualitative (GPA) and quantitative (hours earned) standards using the following scale:

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| 1 – 29 semester hours attempted/transferred..... | 1.6 cum. GPA on 4.0 scale |
| 30 – 59 semester hours attempted/transferred..... | 1.8 cum. GPA on 4.0 scale |
| 60 + semester hours attempted/transferred | 2.0 cum. GPA on 4.0 scale |

SAP will be met if the student meets criteria described on the above scale and earns at least 67 percent of the hours attempted. Students may not receive aid for more than 133 percent of the credit hours required for their degree program – some aid will be negated prior to that.

A student not currently on Financial Aid Warning, who does not make SAP at the end of the Fall semester, will be placed on Financial Aid Warning. A student who has not met SAP by the end of the academic year will lose their financial aid eligibility. A student who fails all coursework (KW 101 excluded) in a semester or in a term (Online Degree Completing Students) will lose financial aid eligibility. A student who has lost financial aid eligibility has two options:

Option One: They must submit an appeal that includes an academic plan signed by their academic advisor. If their appeal is successful, they will be placed on Financial Aid Probation for one additional semester. Appeal requirements are listed later in this document and are very specific.

Option Two: They may attend college at their own expense until they raise their cumulative GPA and / or earned hours to the required levels, and notify the financial aid office when they have done so. The student's record will be reviewed to determine if they are eligible for reinstatement of financial aid.

Additional Information

Transfers: Transfer students enrolling at Kentucky Wesleyan College for the first time are subject to the satisfactory academic progress policy based upon their transcripts from colleges and universities in which they were previously enrolled. This policy does not apply to high school grades. Students who apply for re-admission to the College after sitting out at least one semester (or part of a semester) are subject to the satisfactory academic progress policy based upon their Wesleyan grades as of the time of re-admission. If the grades/hours fall below that required in this policy, the student may be placed on financial aid warning or suspension for the first semester of enrollment following admission.

Disabilities: Students who enroll at Kentucky Wesleyan College and are aware of learning or other disabilities should contact the Office of Disability Services prior to the start of the semester so that reasonable accommodations can be made. Students with documented disabilities or functional limitations are held to the same academic expectations as other students. If a student is registered with the Office of Disability Services and is receiving reasonable accommodations, the student is expected to maintain Satisfactory Academic Progress for purposes of financial aid eligibility.

Readmits: Students granted readmission and who were previously on financial aid suspension, must submit an appeal to the Director of Financial Aid for reinstatement of financial aid eligibility. All attempted and/or transferred hours must be considered when evaluating eligibility. Questions about readmission should be addressed to the Admissions office at (270) 852-3120.

Academic probation: Standards for academic probation are not directly related to eligibility for financial aid.

Academic suspension: Students are ineligible for financial aid while academically suspended.

Repeated courses: Financial aid can only be applied to the repetition of a previously passed course once, and will not be applied to previously passed coursework that would be taken due to a student's failure of other coursework.

Withdrawals/Unofficial Withdrawals: Students who withdraw or cease attendance from Kentucky Wesleyan College during an award year must submit an appeal for continued eligibility.

Appeals: Must be submitted in writing using the Satisfactory Academic Progress Appeal Form *with all appropriate documentation*. It is the student's responsibility to provide all appropriate documentation. The Financial Aid Office will not contact doctors, professors, or other persons for additional information if the documentation provided is not adequate. Appeals must be made no later than 30 days after the date on the student's notification. Additional time will be considered for extenuating circumstances. It is recommended that an appeal be submitted as soon as possible after notification so that the appeal can be evaluated before classes begin.

Double Majors, minors, and 150 hours for CPA Exam Prep: Students seeking double majors, a major with a minor, or seeking to complete 150 hours in order to sit for the CPA exam, must complete their degree program for the primary major within the limits set for that major. Once the coursework for the primary major is complete, no additional aid will be awarded regardless of whether or not the student applies for graduation.

Grades of W (withdraw) and I (incompletes): W's are included in hours attempted for SAP. I's are treated as failing grades. When the student receives a letter grade for the "I" their financial aid will be reviewed and revised if necessary.

Failing Grades: Students with all F's and/or E's for a semester will have their aid prorated based on the last date of academic activity. The professor of each class registered for will be contacted to determine the last date of an academically related event (last class attended, last date of when homework, a test, or a project was turned in, etc.). For online classes, simply logging on will not count as an academically related event. Academic activity is determined by interaction/participation in the class (chats, projects, etc.)

Pell Eligibility: A student with a baccalaureate or professional degree is ineligible for Pell even if the degree is from an unaccredited school or is not recognized by Kentucky Wesleyan College.

Occasionally a student will complete all the requirements for a bachelor's degree but will continue taking undergraduate courses without accepting the degree. If a student has completed all of the required coursework for a bachelor's degree, then they are no longer eligible to receive a Pell grant.

If a Pell-eligible student retakes a course in which they made a passing grade (A,B,C or D), then Pell will only pay for the retake one time.

For questions regarding financial aid policies and procedures, please contact the Financial Aid Office at 270-852-3130, 270-852-3182, or 270-852-3132. You may also email Crystal Hamilton at clhamilton@kwc.edu.

College Expenses

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| Tuition (2020 - 2021 academic year) | Semester | Annual |
| Full time (12-18 semester hours) | \$13,660 | \$27,320 |
| Part time (1-11 semester hours) | 790 per hour | N/A |
| Overload (more than 18 hours) | 730 per hour | N/A |
| Summer term | 395 per hour | N/A |
| Online degree program | 455 per hour | N/A |
| Three Year Degree Program (2020-2021 academic year) | Semester \$16,650 | Annual \$33,300 |
| Room & Board (2020-2021 academic year) | | |
| Kendall Semi-Private & Dining | \$5,265 | \$10,530 |
| Kendall Private & Dining | 6,490 | 12,980 |
| Massie Semi-Private & Dining | 5,755 | 11,510 |
| Massie Private & Dining | 7,010 | 14,020 |
| Peoples/Deacon Semi-Private & Dining | 4,800 | 9,600 |
| Peoples/Deacon Private & Dining | 6,045 | 12,090 |
| Stadium Semi-Private & Dining | 5,755 | 11,510 |
| Stadium Private & Dining | 7,010 | 14,020 |
| Dining (2020-2021 academic year) | | |
| Commuter meal plans available check with the Cashier's Office | | |
| Fees (2020-2021 academic year) | | |
| Health & Wellness fee | \$200 | \$400 |
| Student activity fee | 160 | 320 |
| Full-time technology fee | 250 | 500 |
| Part-time/ technology fee | 82 | 164 |
| Online Degree Program Tech Fee | 70/term | ---- |
| Applied music fee | 225/hour | ---- |
| Lab course fee | 100 | ---- |
| Computer literacy course fee | 60 | ---- |
| Online course fee | 180/course | ---- |
| Textbooks (ESTIMATED) | 700 | 1,400 |
| Transportation Fee | 20 | 40 |
| Other charges (2020-2021 academic year) | | |
| Audit charges (Part-time) | \$50/hour | |
| Tuition Deposit | 100 | |
| Graduation fee | 125 | |
| Laundry fee (residential student) | 100/semester | |
| Mailbox key deposit (refundable) | 10 | |
| One time registration fee (Freshman and Transfers) | 100 | |
| Orientation fee (new student) | 250 | |
| Sports Medicine Fee (Athletes only) | 300/year | |
| Residence hall deposit (refundable) | 100 | |
| Transcript fee | 11.25/transcript | |
| Study Abroad program fee | 350 | |
| (Note: Travel courses have tuition and additional costs.) | | |

Payment of Tuition and Fees

Students receive a detailed invoice approximately three weeks prior to the start of classes. The College offers three payment options:

A. Semester payment - Full payment of the semester charges is received in the Cashier's Office prior to the first day of class. No finance charges are incurred. Cash, check, money order, ACH & major credit card payments are accepted. On line payments can be made at <https://kwc.edu/bill-payment/> Convenience fee for card payments may apply.

B. Monthly payment plan – External tuition financing plans are available to assist students and families in meeting educational expenses by offering a low-cost, interest-free payment plan for the fall and spring semesters only. To take advantage of this plan, simply go to <https://mycollegepaymentplan.com/kwc/> for more information or to complete your enrollment. Payment plan enrollees will make monthly payments directly to the payment plan company per their guidelines. Students who fall behind in two monthly payments will be subject to the plan cancellation and the account will be re-classified as following the Deferred Payment process.

C. Deferred payment – The total balance is due by the mid-semester date. A 1% monthly financing fee (assessed and posted monthly) is charged to ALL outstanding balances except for the months of August and January. Any balance due after the mid-semester date is classified as delinquent. Current transcripts are not permitted to be issued for a delinquent account of any amount. Delinquent accounts will also cause issues with registration for future terms. If internal collection efforts are unsuccessful, professional external collections agencies will be utilized and students are responsible for all interest, collection, legal fees and attorney costs incurred.

Paying Prior Year Charges with Federal Student Aid Funds

Federal Student Aid (FSA) funds may only be used to pay for the student's costs for the period for which the funds are provided. However, a school may opt to use current-year funds to satisfy prior award year charges for tuition and fees, room, or board (and with permission, educationally related charges) for a total of not more than \$200. A school may not pay prior year student charges in excess of \$200 with FSA funds.

Process for Registering/Cancelling Registrations for students with Delinquent Balances

Students with a delinquent balance (balance still due after mid-semester date) **will have a transcript hold placed and will be allowed to register for the next upcoming semester, but that registration will be cancelled three weeks prior to the first day of class of the upcoming semester unless:**

1. The delinquent balance is paid in full by that time
2. The delinquent student account balance has been reduced to \$1,000 or less and a payment terms agreement for that amount has been signed with the Business office, or
3. Additional financial aid has been awarded and accepted to cover the entire balance.

Approximate dates registrations are cancelled for student accounts with delinquent balances: Aug. 1 for fall term
Dec. 15 for spring Term April 21
for summer term

Student Notification:

Students will be notified of transcript holds due to balances via email, placement of notification on their student portal, and by CARES Team members.

Approximate Dates for registration periods:

Fall term – Close of Business on the Friday before Spring Registration begins (typically mid-Oct)

Spring term – Close of Business on the Friday before Summer and Fall Registration begins (typically mid-March).

Student Notification:

Students will be notified of the registration hold policy via the policy published in the annual *Academic Bulletin*

Refund Policy – Withdrawal from the College

By electing to register for courses at Kentucky Wesleyan College, students become financially liable for all associated tuition and fees registered for that semester on the first day of the semester. If a student decides they do not wish to attend Kentucky Wesleyan College after registering for a semester, they must officially withdraw PRIOR to the first day of the semester to avoid charges or a withdrawal fee.

All students withdrawing from Kentucky Wesleyan College on or after the first day of the semester will be charged a \$100 processing fee.

Students may withdraw from the College prior to the first day of a semester without incurring tuition, fees, room, board or course fee charges for that semester. The “official date of withdrawal” is the date the student contacts the Registrar’s Office. If student has ceased to attend classes for greater than a two- week period, then the date of the last academically related event will be used for the withdrawal date. To withdraw from the College, students must complete a withdrawal form located on the Panthenet under Registrar. A percentage adjustment of charges and financial aid, based on the number of semester calendar days the student was enrolled (first day of the semester until the official date of withdrawal) will be made. If a student has attended classes over 60 percent of the calendar days in a semester, no adjustments of charges or financial aid will be made on student accounts for a withdrawal.

Charges that are eligible for refund calculation upon official withdrawal include tuition, room and board. THE COST OF BOOKS, AND ALL OTHER FEES ARE NOT ELIGIBLE FOR ADJUSTMENT. Students may seek a refund of book costs directly from the college bookstore.

If a registered student never attends a class in that semester at Kentucky Wesleyan College, they must notify the Academic Dean’s Office by the 60% semester date outlined in the academic calendar in order for their charges to be adjusted. If the student notifies the Academic Dean’s Office by the 60% date and the College can verify that the student never attended a classes in that semester, all tuition and fee charges, as well as financial aid, will be reversed and the student will be charged a \$100 withdrawal fee. If a registered student never attends a class in that semester and DOES NOT notify the Academic Dean’s Office by the 60% date to withdraw from the College, all tuition and fee charges will remain on the student’s account, however, the student will receive NO financial aid, and the student will be responsible for paying the entire account balance.

Unofficial Withdrawal Policy

For a student with all failing grades in all enrolled courses of a semester and for a student who only attends classes for part of a semester, an unofficial withdrawal date may be designated as the date of the student’s last academic event (class attendance, work turned in, etc.). This date is determined by the Financial Aid Director and the student’s professors and will be used to adjust the student’s financial aid. If a student receives all failing grades for all enrolled courses in a semester or only attends classes for part of a semester (an unofficial withdrawal), no adjustment to charges will be made.

Per federal regulations, students must **ATTEND** classes in that semester in order to be eligible for financial aid for that semester. Students who are enrolled in online courses must **PARTICIPATE** in order to receive financial aid. Simply logging into a course is not considered participation.

Federal Title IV financial aid must be refunded according to U.S. Department of Education guidelines and formulas. Any funds received under the Federal Work-Study program are not required to be refunded. The order in which Title IV program funds are returned is as follows:

- Unsubsidized Loans
- Subsidized Loans
- Federal Perkins Loans
- PLUS (parent) Loans
- Federal Pell Grant
- Federal Supplemental Grant (FSEOG)
- Other Title IV Aid

The percentage of charges and financial aid adjustments are determined by the percentage of the semester calendar days the student has been enrolled. The percentage of the semester calendar days the student has been enrolled is based on the first day of the semester until the official withdrawal date, divided by the total calendar days in the semester. Scheduled breaks of five successive calendar days or more are excluded from the calculation of calendar days in a semester.

Example – ADJUSTMENT OF CHARGES If the student has been enrolled 20 days (first day of the semester until the 20th calendar day of the semester) and the total calendar days in the semester equals 105, then 19 percent (20/105) of the term has been completed. The student will be assessed for 19 percent of the charges eligible for adjustment/reduction. In this example, eligible charges and financial assistance would be reduced by 81 percent. Charges not eligible for adjustment will remain at 100 percent.

Example – NO ADJUSTMENT OF CHARGES If a student has been enrolled 63 semester calendar days of the total 105 semester calendar days, NO reduction in charges or financial aid assistance would occur because 60 percent or more of the semester calendar days have been completed.

PLEASE NOTE: If a student withdraws from the College after the close of the semester, no financial aid or charge adjustments will be made to the student's account.

For more information regarding the adjustment of charges and financial aid upon withdrawal from the college, please contact the Financial Aid Office or the Cashier's Office.

Refund Policy – Changes in Credit Hours/Housing/Fees

Students dropping enrollment status from full-time to part-time and part-time students dropping credit hours will NOT have their tuition and fees adjusted unless the drop slip is completed and submitted to the Registrar's Office by the add/drop deadline. Once this deadline has passed, all tuition & fees and related course and lab fees will remain on the student's account.

After the 60 percent date, no housing or room change refunds will be made.

Collections/Enrollment Policy

Any student, whose account has been turned over to collections at any point during the life of the account, will be required to pay in full at registration for tuition, room, board and any related fees to gain re-admission to Wesleyan. Payment in full at registration will be required for each semester thereafter.

Military Call to Active Duty Policy (Military Leave of Absence)

Students will be allowed to withdraw without penalty from the College and receive 100 percent credit for tuition and fees (less any financial aid which the student may have received for the term) and a prorated refund of room and board charges upon presenting an original copy of their orders to the Registrar. Some financial aid programs cannot be refunded after a certain date; these financial aid adjustments are subject to program regulations.

Alternatively, incomplete (I) grades in all classes, with no tuition and fee reimbursement, may be more appropriate when the withdrawal is near the end of the semester and incompletes are agreed to by the instructor(s) and the student and approved by the Registrar. However, if the student chooses to withdraw from only a portion of his/her classes and receive incompletes in the remaining classes, he/she would receive a partial reimbursement of tuition and fees only if the number of remaining credit hours is fewer than 12. In either of these alternative cases, the

student will receive a prorated refund of room and board charges and be allowed to complete the course work according to the established policies of the College and the agreement with the instructor(s) involved.

Before returning to campus, students must notify the Registrar in writing at least 30 days before their return. The right to use college facilities is suspended while the leave is in effect.