

## Online Invoicing and Payment

For account access go to: [www.presby.edu/stuacct](http://www.presby.edu/stuacct)

To view your invoice and make payments at any time, you will need the student's PC identification number and the last four digits of the student's social security number. No paper bill will be mailed. There is an option to pay either by Electronic Check (E-Check) at no extra cost or by credit card (MasterCard, American Express or Discover) for a 2.5% processing fee. The site offers payment confirmation immediately after your transaction is completed. Checks may also be mailed or submitted in person to Presbyterian College.

## Installment Payment Plan

Several Payment Options are offered through Educational Computer Systems, Inc. Go to the online application at [www.ecsi.net](http://www.ecsi.net) and choose "Apply for a Tuition Payment Plan" or call toll free 888-549-3274.

## Tuition Payment Plan (monthly installment plan)

Annual fee - \$45.00 or semester fee - \$35.00. Live customer service available during normal business hours. Available plans are 12 Month Plan (begins in April), 10 Month Plan (begins in June), Fall Plan (begins in June) and Spring Plan (begins in November). Advance and/or Escrow Deposits may not be paid through the installment payment plan.

## Payment Policy

Students who have not made payment or satisfactory arrangement for payment by the first day of class will be issued a "Notice to Vacate" and classes may be dropped. Details of the tuition and fees payment policy are available on the Business Office website. For non-payment of tuition and fees requiring collection procedures the student will be responsible for all associated collections cost.

## REFUND POLICY

**(1) General Refunds** – Overpayments or excess loan funds will be disbursed each semester unless the student submits a request to carry the credit forward to the next term.

**(2) Escrow Deposit Refunds** – If a credit balance remains after application of the deposit to the student's tuition account a refund will be processed within approximately 45 days after the student graduates or withdraws.

**(3) Advance Deposit Refunds** – Returning students are required to pay an Advance Deposit prior to registration for classes and participation in the housing lottery for the fall semester. Students who withdraw after paying the Advance Deposit will forfeit the deposit and receive no refund.

**(4) Refunds for Withdrawal from All Classes** – If withdrawal occurs during the first 60% of the semester, all aid that is not earned will be returned to the aid program involved. Refunds will be calculated on a per diem basis tied to the semester calendar. If a credit balance results from the adjustments to tuition, fees, room, board, and financial aid, a refund will be disbursed. Students who withdraw in the final 40% of the semester will receive no refund. An administrative fee of \$100 will be charged on withdrawals.

**(5) Withdrawals from a Course or Courses** – Any full time student who drops below full-time (12 hours) to part-time status after the last day for the late registration and change of courses will be charged tuition, fees, room and board at the full-time rate. Therefore, no refund will be given.

**(6) Changes in Room and Meal Assignments** – Students who change room assignments or meal plans with the permission of the Office of Residence Life will have adjustments to the corresponding charges on their student accounts based upon the effective date of the change.

All refunds will be made payable to the student except when there is a PLUS (Parent Loan) on the account. If the credit on the account is in excess of the student loan amount, those refunds will be made payable to the parents and mailed to their address. Students will be notified via e-mail when their refund check is ready.

# PC

## More information

### CONTACTS

Office of Student Collections at 864-833-8209 for  
Questions about your invoice  
Questions about your balance  
Questions about your payment  
Questions about the Tuition Payment Plan

Cashier's Office at 864-833-8208 for  
Questions about posting of payment

Financial Aid Office at 864-833-8290 for  
Questions about your loan  
Questions about your private scholarship  
Questions about grants and other aid

Office of Student Collections  
PRESBYTERIAN COLLEGE

503 South Broad Street  
Clinton, SC 29325

864-833-8209 [www.presby.edu/stuacct](http://www.presby.edu/stuacct)



PRESBYTERIAN COLLEGE  
Financial Planning for  
Success at PC 2011–2012

[www.presby.edu/stuacct](http://www.presby.edu/stuacct)

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Presbyterian College provides a liberal arts education within a community of faith, learning, and intellectual freedom. The cost of a quality college education is a major expense item in the budget of most students' families. For this reason, PC tries to meet the real financial need of any qualified applicant through scholarships, grants, loans and work-study opportunities. The following information is to provide expenses and fees for the academic year 2011 – 2012.

The Cashier's window, located in Smith Administration, is open from 9:30-11:30 a.m. and 2:00–4:30 p.m. Monday through Friday. Payments may be left at any time in a locked box located beneath the Cashier's window. The Cashier may be contacted at 864-833-8208 and the Collections and Default Manager may be contacted at 864-833-8209.

**DEPOSITS**

**Escrow Deposit (Non-Refundable)  
Freshmen and Transfers ..... \$400.00**

A non-refundable Escrow Deposit will be required of all incoming students. Payment of the Escrow Deposit will secure a space in the class for the appropriate entrance date for each semester and in the College's student housing program. This deposit will be credited to the student's account upon graduation or official withdrawal.

**Advance Deposit (Non-Refundable)  
Upperclassmen ..... \$300.00**

The Advance Deposit will be credited to the student's account and applied toward the fall semester charges. Payment of the Advance Deposit serves a threefold purpose. It is used to indicate the student's intent to continue enrollment while assisting the college in formulating plans for meeting the needs of the students; it allows completion of registration and also allows posting of housing assignments. Non-payment of the Advance Deposit will prohibit registration and housing assignment.

**ANNUAL COST (2011 – 2012)**

|  |                     |
|--|---------------------|
| <b>Boarding Students.....</b>                              | <b>\$ 39,950.00</b> |
| Tuition.....   | \$ 28,680.00        |
| General Fee.....   | \$ 2,000.00         |
| Technology Fee.....  | \$ 600.00           |
| Room-Typical Double.....                                   | \$ 4,260.00         |
| Any 17 Meal Plan.....                                      | \$ 4,410.00         |
| <i>(includes \$50 Kilt Cash/semester*)</i>                 |                     |
| <i>Resident students are required to have a meal plan.</i> |                     |

|                                 |                     |
|---------------------------------|---------------------|
| <b>Commuting Students .....</b> | <b>\$ 31,280.00</b> |
| <i>(Tuition and Fees)</i>       |                     |

**Alternative Room Rates**

|   |             |
|---|-------------|
| Single Room .....   | \$ 5,270.00 |
| Supersingle Room.....                                       | \$ 5,680.00 |
| Carol International House.....                              | \$ 4,790.00 |
| Senior Residence Hall .....                                 | \$ 6,050.00 |
| Townhouse Rent .....  | \$ 5,820.00 |
| Scottish Arms Apartments .....                              | \$ 3,390.00 |
| <i>(Utilities not included at Scottish Arms Apartment.)</i> |             |

NOTE: Financial aid awards only apply to Typical Double Room rates. Students and parents are responsible for paying any differences on premium Alternative Room Rates.

**Alternative Meal Plans**

|   |             |
|---|-------------|
| Any 8 Meal Plan .....   | \$ 2,744.00 |
| <i>(includes \$150 Kilt Cash/semester*)</i>   |             |
| <i>(Any 8 Meal plan available only to residents of the Senior Hall, Townhouses, Scottish Arms Apartments, student teachers, and commuters.)</i> |             |

\*Kilt Cash may be used for food purchases at Springs Food Court or in the Greenville Dining Hall. Additional information is available at - [www.presbydining.com](http://www.presbydining.com)

**DUE DATES FOR PAYMENTS**

Semester I (Fall)..... August 15, 2011

Semester II (Spring) ..... December 15, 2011

Annual cost is divided between the two semesters.

**Part-Time Rates (Less than 12 hours per semester)**

|  |             |
|--|-------------|
| Tuition..... (per credit hour).....        | \$ 1,200.00 |
| Technology Fee..... (per credit hour)..... | \$ 25.00    |
| Matriculation .....                        | \$ 24.00    |

**Summer School Rates (June 2011 – August 2011)**

|  |             |
|--|-------------|
| Tuition..... (per credit hour).....        | \$ 426.00   |
| Technology Fee..... (per credit hour)..... | \$ 25.00    |
| Matriculation .....                        | \$ 24.00    |
| Science Lab Fee..... (per class) .....     | \$ 50.00    |
| Room..... (per term).....                  | \$ 900.00   |
| Single Room (limited)..... (per term)..... | \$ 1,000.00 |

Summer meal tickets may be purchased from Sodexho in the dining hall.

**Special Fees**

**Admissions:** Online Application Fee..... \$ 25.00

Hard Copy Application Fee..... \$ 40.00

**Applied Music Fees**

|   |           |
|---|-----------|
| 1/2 Hour Credit.....  | \$ 300.00 |
| Open each semester to all college students  |           |
| 1 Hour Credit .....   | \$ 475.00 |
| Designed for music majors. Some non-music majors may study at this level with permission of instructor. |           |

**Auditing Fee** (per course)..... \$ 130.00

|   |          |
|---|----------|
| Science Lab Courses, add .....                                      | \$ 50.00 |
| Senior Citizen (age 62+) .....                                      | \$ 75.00 |
| <i>(Parking Sticker for senior citizens included in course fee)</i> |          |

**Books** (per term).....estimate..... \$ 600.00  
Available at My Friend's Bookstore (official PC Bookstore)  
Many textbooks are available to rent.

**Diploma, Cap and Gown Fee** (one-time)..... \$ 50.00  
Fee is assessed once student reaches 90 credit hours or upon officially declaring dual degree candidacy.

**Directed (Independent) Study Courses**  
For any Directed Study or Internship for which the student receives college credit, the minimum charge is tuition, matriculation fee and technology fee. Contact the Business Office for specific charges.

**International Student Fee** ..... \$ 300.00  
Non-Degree seeking international students will be assessed a \$300 fee per semester.

**Insufficient Funds Fee** .....\$ 25.00

**Registration Late Fees:**  
Late Registration .....\$ 50.00  
Add/Drop after Deadline .....\$ 50.00  
Withdraw with WP/WF after Deadline .....\$ 50.00

**Orientation Fee** ..... \$ 100.00

**Parking Fines** ..... \$ 15.00 - \$ 120.00

**Physical Education Fees**  
Bowling / Badminton .....\$ 25.00  
Non-Contact Karate .....\$ 70.00

**Replacement of Student ID Card** .....\$ 15.00

**Student Insurance Fee**  
All students are required to provide proof of insurance or sign a waiver card included on the medical form located on the new student orientation checklist page. If neither proof nor waiver card is provided, there may be automatic enrollment in the student insurance plan at the current rate.

**Study Abroad Fee** ..... \$ 300.00  
Students studying abroad will be assessed a fee per semester while abroad.

**Transcript Fees**  
Special Handling.....\$ 30.00  
*(Federal Express, USPS Express Mail or UPS)*

**Unreturned Elevator/Chair-lift Keys**  
Campus Police Fee .....\$ 25.00

**Vehicle Registration Annual Fee** ..... \$ 80.00

**Withdrawal from College Admin. Fee** ..... \$ 100.00