FINANCIAL STATEMENT OF RESPONSIBILITY & REFUND POLICY
PMBA Class 54 – Fall 2016

The total cost of tuition for PMBA Class 54 (42.5 credits) is $55,000. Tuition is charged on a per credit hour basis. Students will receive a paper bill at the beginning of each new term from the Rollins College Bursar’s Office. All subsequent monthly statements will be emailed to the student’s Rollins email account.

Students can access Campus Foxlink for up to the minute account information. Once logged into QuikPAY you may:

- Select one of the following to review your statement.
  - **Account Status** – Real time balance – Use this for up to the minute information regarding your account.
  - **Current Statement-** Snapshot of the account as of the billing date
  - **Statement History** – History of all previous statements

- Select **Make Payment** to submit an on-line payment to your account.
- Select **Payment History** to review payments made to your account via QuikPAY.

In addition to viewing account information, from Campus Foxlink, students have the ability to print unofficial transcripts. Additional copies of your term grade report may be requested through the Student Records Office at escalamonti@rollins.edu. It is the student’s responsibility to provide these documents to their individual employers.

Balance must be paid on or before the first day of each term or student will not be permitted to attend classes. Accounts with a past due balance will be subject to a monthly late payment fee on the following scale:

- **Past Due Balance of $200 – $999.99**: $75
- **Past Due Balance of $1,000 – $4,999.99**: $125
- **Past Due Balance of $5,000 – $19,999.99**: $200
- **Past Due Balance of $20,000 or greater**: 1% of Past Due Amount

**Tuition does not cover the cost of books and supplies.** The agreed tuition cost is maintained only as long as a student remains with the same cohort (PMBA 54). Students that withdraw from their current cohort may return within 5 years to complete their program at the current cohort tuition rate.

**International Business Experience Study Trip (INTG 605 in Spring 2018)** – The tuition for the Professional MBA Program covers the cost of hotel accommodation and various land costs for the International Business Experience Study Trip only. **Airfare for the mandatory IBE trip is not included and will be the student’s responsibility to arrange and pay for these travel expenses.**

At the beginning of Term I, students will automatically be billed the following fees:

- $100 PMBA Association Fee
- $140 Parking Decal *(this is a one-time charge and is non-refundable)*

### REFUND POLICY FOR TERM 1 ONLY

The refund schedule of the payment made by August 19, 2016 is as follows with the exception of the tuition deposit which is non-refundable.

- Withdrawal before 5 pm on August 22, 2016 ……………………100%
- Withdrawal before 5 pm on September 16, 2016 …………………75%
- Withdrawal before 5 pm on October 19, 2016 …………………….50%
- No refunds after 5 pm on October 19, 2016 …………………….0%

### REFUND POLICY FOR ALL SUBSEQUENT TERMS

Tuition balance must be paid on or before the first day of each term

- Withdrawal before 5 pm on the 1st Friday of the term ………….100%
- Withdrawal before 5 pm on the 4th Friday of the term ………….75%
- Withdrawal before 5 pm on the 1st day of Module II…………….50%
- No refunds after 5 pm on the 1st day of Module II……………..0%
FINANCIAL RESPONSIBILITY FOR TUITION PAYMENTS
PMBA Class 54

It is understood that each student is ultimately responsible for all tuition payments, regardless of any agreement made between the student and his/her employer. I affirm that I will be responsible for the tuition payment(s) for class(s) taken at the Crummer Graduate School and other related college charges, including all attorney’s fees and other costs and charges necessary for the collection of any amount not paid when due. I have read, understand, and will comply with the refund schedule and policies for the Crummer School. I understand that grades, transcripts and diplomas will not be released with a past due balance owed to Rollins College. Furthermore, I understand my account will be placed on hold and that future registration will be disallowed with a past due balance owed to Rollins College.

Students involuntarily dismissed from the Rollins MBA program may forfeit any and all unused portions of Rollins and/or Crummer-based financial aid. In addition, any federal and/or state aid may be adjusted and returned to the appropriate agency based on federal and state regulations.

Print Name:_________________________________  Rollins ID: _______________________
Signature: _________________________________  Date: _______________________________