



# CONTINUING STUDIES TUITION RATE AND PAYMENT GUIDE

2024-2025 Academic Year



Widener University

Student Financial Services

<http://Widener.edu/BursarOffice>

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## Tuition and Fee Rates

2024-2025 TUITION RATES AND FEES	Per Credit
Continuing Studies	\$ 659.00
RN to BSN to MSN	\$ 537.00

WIDENER-CROZER PROGRAM RATES	Per Credit
Diagnostic Medical Sonography courses/clinicals	\$ 900.00
Radiology courses/clinicals	\$ 700.00

ADMINISTRATIVE FEES	Semester
<b>Technology Fees</b>	
3 to 11 credits	\$ 90.00
12 and over credits	\$ 215.00

OTHER FEES	Semester	Annual
Parking Pass 18 hour (6:00 am until midnight)		\$ 150.00
New Student Fee	\$ 25.00	

\*See section on the Payment Plan that pertains to enrollment and late fees.

## Meal Plan Rates

OFF CAMPUS MEAL PLANS	Semester
Block 180 w/\$425 Dining Dollars w/Meal Exchange	\$ 3,140.00
Block 105 w/\$275 Dining Dollars w/Meal Exchange	\$ 1,575.00
Block 75 w/\$525 Dining Dollars w/Meal Exchange	\$ 1,610.00
<i>Block plans have the unique feature of having all of your meals loaded on your student ID at the beginning of the semester. Packages vary based on meals and Dining Dollars allotted, so you can select the one that best fits your dining habits. Meal swipes can be converted to meal exchanges up to two times per day for specific menu items in <b>select</b> retail locations, providing even more value, variety, and flexibility. Included with each Block plan are Dining Dollars. Dining Dollars are like a gift card for food on campus and are attached directly to your student ID. Dining Dollars are accepted at all of our on-campus retail dining locations. Unused Dining Dollars will carry over from fall to spring as long as you have a meal plan in each semester.</i>	
Meal Kit Block 30 w/\$180 Dining Dollars w/Meal Exchange	\$ 585.00
<i>Block plans have the unique feature of having all of your meals loaded on your student ID at the beginning of the semester. Packages vary based on meals and Dining Dollars allotted, so you can select the one that best fits your dining habits. Meal swipes can be converted to meal exchanges up to two times per day for specific menu items in <b>select</b> retail locations, providing even more value, variety, and flexibility. Included with each Block plan are Dining Dollars. Dining Dollars are like a gift card for food on campus and are attached directly to your student ID. Dining Dollars are accepted at all of our on-campus retail dining locations. Unused Dining Dollars will carry over from fall to spring as long as you have a meal plan in each semester.</i>	
All Dining Dollars	\$ 500.00
<i>Dining Dollars are like a gift card for food on campus and are attached directly to your student ID. Dining Dollars are accepted at all of our on-campus retail dining locations. Dining Dollars do not carry over between semesters and have to be used the semester in which they are</i>	

*purchased. Unused Dining Dollars will carry over from fall to spring as long as you have a meal plan in each semester.*

**Note:** No refunds on purchases of block meal plans.

Block meal plans must be used in the semester they are purchased. Meals and dining dollars do not carry forward to the next term.

## Refund Policy

### University Complete Withdrawal Policy

If you decide to completely withdraw from the University, tuition is refunded based on the following tables:

<b>Full Summer Semester, Fall Semester and Spring Semester</b>	
100% Refund	If completed by the last day of drop/add
90% Refund	If completed by calendar day 19
75% Refund	If completed by calendar day 29
50% Refund	If completed by calendar day 40
25% Refund	If completed by calendar day 50
0% Refund	No refunds after calendar day 50

<b>Summer SU1 and Summer SU2</b>	
100% Refund	If completed by the last day of drop/add
50% Refund	If completed by calendar day 15
0% Refund	No refund after calendar day 15

<b>Winter Term</b>	
100% Refund	If completed by the last day of drop/add
50% Refund	If completed by calendar day 8
0% Refund	No refund after calendar day 8

<b>Widener-Crozer Diagnostic Medical Sonography</b>	
100% Refund	If completed by the last day of drop/add
90% Refund	If completed by calendar day 19
75% Refund	If completed by calendar day 29
50% Refund	If completed by calendar day 40
25% Refund	If completed by calendar day 50
0% Refund	No refunds after calendar day 50

<b>Widener-Crozer Radiology</b>	
100% Refund	If completed by the last day of drop/add
90% Refund	If completed by calendar day 30
75% Refund	If completed by calendar day 50
50% Refund	If completed by calendar day 66

25% Refund	If completed by calendar day 78
0% Refund	No refunds after calendar day 78

**\*The first day of the semester refers to the official start date of the semester. Please refer to the academic calendar for important semester dates.**

Adjustments to charges for complete withdrawal will be effective on the date written notice is received by the appropriate program office of Widener University. At that point the total withdrawal policy and refunding of semester charges is enacted. Students have a drop/add period at the start of each semester to adjust their schedule of courses. Once drop/add ends, semester course schedules are set and there is no refund issued when a student does a course withdrawal (a “W” is noted on the student transcript) from one or more courses throughout the semester unless the student is withdrawing from all courses in the semester.

**Note:** If you completely withdraw from the University AND have received financial aid, you may be responsible for returning financial aid funds you have received based on the eligibility requirements set by the federal government.

## Student Account and Billing Information

### My Online Student Account

“My Online Student Account” enables all enrolled Widener University students to access their financial information via *myWidener*. You can view copies of your semester statements of account, set up payment plans, make online payments, set up authorized users, and update your payment profile.

**Widener Students can access Billing and Account website at: [www.widener.edu/mybill](http://www.widener.edu/mybill).**

**Other payers authorized by a student can directly access the Widener Student Billing and Account website at: [www.widener.edu/ebill](http://www.widener.edu/ebill).**

Student Financial Services will be using your Widener email account as the primary vehicle for communicating important information and deadlines. Please access your Widener email account frequently.

### Billing / Student Account Statement Information

#### Payment Due Dates:

<b>SUMMER SEMESTER 2024</b>	Due date:	May 20, 2024
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**Note:** Due dates may vary. Tuition and fees are due on the 1<sup>st</sup> day of classes. For most students this date will be May 20, 2024. If you are taking a class that begins on a different date, your tuition will be due on the 1<sup>st</sup> day of your class.

<b>FALL SEMESTER 2024</b>	Due date:	August 8, 2024
<b>WINTER TERM 2025</b>	Due date:	December 16, 2024
<b>SPRING SEMESTER 2025</b>	Due date:	January 13, 2025

You can register for classes after a semester payment due date but you will be required to obtain financial clearance at the time of registration by providing payment in full, enrolling in a payment plan and making the first payment, having financial aid to cover the balance or a third-party authorization for payment.

You will be able to view a copy of your student account and your online activity through *myWidener* and the “My Online Student Account” function. If you have a monthly balance due, you will also be able to view the balance through your e-bill. Each time we upload an e-bill, you will receive an email notification to your Widener assigned email address. All electronic statements will be sent to any authorized users that have been set up by the student.

### How to Pay

To pay ON-LINE with a credit card (Visa, MasterCard, American Express, Discover) or via Direct Debit from a checking or savings account:

<b>Step #1</b>	Log on to your Widener account through <i>myWidener</i>
<b>Step #2</b>	<a href="http://www.widener.edu/mybill">www.widener.edu/mybill</a>

**Other payers authorized by a student can directly access the Widener Student Billing and Account website at: [www.widener.edu/ebill](http://www.widener.edu/ebill).**

There is no charge for using direct debit from a checking or savings account as a payment method. Credit card payments will be charged a 2.95% service fee.

### Important Note about Credit Card Payments/Refund Policy

Payments made toward student tuition accounts using a credit card will be charged a 2.95% service fee by our credit card vendor TouchNet/Paypath. The service fee is non-refundable, even if the student account payment is refunded. Authorization of a credit card payment to a student account signifies acceptance of these terms.

If you would like to mail your payment (checks only):

Make your check payable to Widener University and write your student identification number on the check. The cancelled check will serve as your receipt. Please enclose payment and mail to:

Widener University
Student Financial Services-Lipka Hall
One University Place
Chester, PA 19013

**CAUTION: DO NOT SEND CASH OR CREDIT CARD INFORMATION THROUGH THE MAIL**

If you need to wire tuition payments to Widener University, email your request to the University Bursar at [busoffmc@widener.edu](mailto:busoffmc@widener.edu) including student name and Widener ID in the body of the email.

If you would like to pay your account in person:

You may make your payments (cash, check, money order only) in person at Student Financial Services in Lipka Hall (Main Campus).

Summer Office hours (May 20- August 9, 2024) are Monday through Thursday, 9:00 AM to 5:00 PM (Closed Fridays).

Regular semester office hours are Monday through Friday, 9:00 AM to 5:00 PM.

**Note:** During peak times of the semester the phone lines are extremely busy and it may be difficult to get through. Leave a message and one of the student service representatives will return your call within 24 hours. You can also contact the office by emailing your questions to [enrollmentservices@widener.edu](mailto:enrollmentservices@widener.edu).

## Payment Options

### University Payment Plans

Payment plans are designed to assist students in managing the “gap” or balance remaining after all charges and financial aid have been applied to the student account. Widener University assesses charges by semester; the statement of account will reflect charges for the current semester tuition, fees, and housing. Your financial aid award letter also breaks up your annual award by semester and applies financial aid to your student account by semester. Widener payment plans are designed to assist in covering each semester balance. Please note that additional charges incurred may require adjustment to your plan.

Widener University offers two (2) semester-based payment plans:

#### **3-Month Summer Semester Payment Plan**

##### **Enrollment Fee: \$50**

The 3-month semester payment plan is available for the Summer Semester. This plan distributes the total semester estimated net charges across 3 months with payments due:

Summer Semester – May, June, and July

#### **4-Month Fall / 4-Month Spring Semester Payment Plans**

##### **Enrollment Fee: \$50 per semester**

The 4-month semester payment plan is available for both the Fall and Spring Semesters. This plan distributes the total semester estimated net charges across 4 months with payments due:

Fall Semester – August, September, October, and November

Spring Semester – January, February, March, and April

If you have any questions regarding payment plans or payment options, contact Enrollment Services at [enrollmentservices@widener.edu](mailto:enrollmentservices@widener.edu) or call 610-499-4161.

### How to Enroll in University Payment Plan:

<b>Step #1</b>	Log on to your Widener account through <i>myWidener</i>
<b>Step #2</b>	Select the “Web Advisor” tab

Other payers authorized by a student can directly access the Widener Student Billing and Account website at: [www.widener.edu/ebill](http://www.widener.edu/ebill).

If you have any questions regarding payment plans or payment options, contact Student Financial Services at [enrollmentservices@widener.edu](mailto:enrollmentservices@widener.edu) or call 610-499-4161.

### Late Payment Fees

The late payment fee of \$125 is assessed to all student accounts each semester that is not financially cleared as of the payment due date section on the bill. Late payment fees will be assessed regardless of the source of payment. It is the student’s responsibility to ensure that all payments have been received, payment plan enrollment has been completed, financial aid paperwork has been completed or third-party authorizations have been received by the published due dates.

A \$25 late fee will be assessed to payment plan accounts for each payment that is past due.

### Insufficient Fund Fees

A fee of \$25 will be assessed for insufficient funds; which include invalid account numbers and stop payments, from any check or ACH payment that is returned.

### Receiving Your Excess Financial Aid

Student Financial Services disburses financial aid to student accounts daily. All financial aid is applied to outstanding charges on your student account. If you have more financial aid than charges, you may be entitled to have these funds remitted to you.

To sign up for Direct Deposit, which is our preferred method of delivery, the electronic form is available through *myWidener*. Financial aid refunds are available through ACH or paper check option. Paper checks will automatically be mailed to the address in the system.

<b>Step #1</b>	Log on to your Widener account through <i>myWidener</i>
<b>Step #2</b>	Enter “Bank Information” in the search bar
<b>Step #3</b>	Click on “Bank Info for Refund”
<b>Step #4</b>	Fill out bank numbers/check agree/click submit



## Collection Policy

### University Collection Policy

All university charges, fines and services are subject to the University Collection Policy.

Delinquent account statements will be sent to the address on file periodically throughout each semester. All fees and charges must be paid by the published deadlines regardless of receipt of a billing statement. It is the sole responsibility of the student to pay all fees when due. All registration, housing, and miscellaneous student fees, including parking and library fines, must be paid in the semester in which they were incurred. All accounts that are 90 days or more past due are subject to being sent to an external collection agency. The student will be responsible for all additional costs associated with collecting the debt.

Holds will be placed on future registration activity, transcripts, and other university services until the debt is paid in full.

For the complete University Collection Policy contact Student Financial Services.

## Veteran's Benefits and Transition Act of 2018

A student who anticipates receiving educational assistance under chapter 31, Vocational Rehabilitation and Employment, or chapter 33, Post-9/11 GI Bill® benefits is provided with the opportunity to enroll in and attend classes, without any late fee being imposed, even if the student's anticipated educational assistance from the VA Educational Benefits has not yet arrived at the University. In addition, a student will be able to utilize all University student services, including the library.

This policy is in place for students who have provided to Widener University a certificate of eligibility for entitlement (this may include a Statement of Benefits obtained from the Department of Veterans Affairs' (VA) website e-Benefits, or a VAF 28-1905 form for chapter 31 authorization purposes for the upcoming term.

The policy may cease once the VA has made payment to the University OR 90 days after the University has received the certificate of eligibility and certified tuition and fees.

For Chapter 31 and Chapter 33 Educational Benefit recipients, Widener University requires students to complete a form and possibly provide additional information to the VA Certifying Official so their certification of enrollment is accurate.

**Student Financial Services Contact Information:**

Mailing Address:	Widener University
	Student Financial Services-Lipka Hall
	One University Place
	Chester, PA 19013
Telephone:	610-499-4161
Fax:	610-499-4576

**Email:** [enrollmentservices@widener.edu](mailto:enrollmentservices@widener.edu)

**Website:** <http://Widener.edu/BursarOffice>

*COVID-19 or other pandemic or epidemic may impact the learning experience in unpredictable ways. The University reserves the right at all times to cancel, suspend or delay all or any classes or programs provided by the University, to transition all or any classes or programs to an online or hybrid format, closing campus facilities, or to take any other measures that the University deems necessary in order to protect the health and safety of University community members and/or to comply with health and safety laws, orders, ordinances, regulations, and health and safety guidance issued by local, state and national public health officials.*