FINANCIAL INFORMATION

The expenses of educating Baylor University students are controlled as much as possible while responding to demands for effective operations, consideration for the general welfare of students, and continued support of the quality of the educational experience.

Most seminary students receive scholarship assistance. In addition, students may apply for loans and the Federal Work-Study Program through the Student Financial Services Office.

Due to continually increasing operating costs, Baylor University reserves the right to change tuition, fees, deposits, and room and meal rates without notice to prospective students.

Fiscal Year 2022/23

Tuition

<table>
<thead>
<tr>
<th>Expense/fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular tuition, per semester hour</td>
<td>$690.00</td>
</tr>
</tbody>
</table>

Fees

<table>
<thead>
<tr>
<th>Expense/fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applied Music fee, per semester for one 30-minute lesson per week</td>
<td>$360.00</td>
</tr>
<tr>
<td>Audit fee, per course</td>
<td>$370.00</td>
</tr>
<tr>
<td>Change of degree fee (from M.Div. to MTS)</td>
<td></td>
</tr>
<tr>
<td>0-12 hours</td>
<td>$0.00</td>
</tr>
<tr>
<td>13-24 hours</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>25-48 hours</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Commencement charges:</td>
<td></td>
</tr>
<tr>
<td>Master's cap/gown/hood, purchase, no return</td>
<td>$120.00</td>
</tr>
<tr>
<td>Duplicate diploma to replace lost original (special order)</td>
<td>$25.00</td>
</tr>
<tr>
<td>Credit by Baylor Examination, fee per course</td>
<td>$205.00</td>
</tr>
<tr>
<td>PRTH 7004 course fee ($50 minimum-charges vary)</td>
<td>$50.00</td>
</tr>
<tr>
<td>Enrollment Deposit (applied to first semester charges)</td>
<td>$150.00</td>
</tr>
<tr>
<td>Identification card replacement fee</td>
<td>$20.00</td>
</tr>
<tr>
<td>Installment plan fee (See webpage)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Late payment fee (See webpage)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Parking Permit Fee (See webpage)  
https://www.baylor.edu/dps/index.php?id=973217

Seminary tuition and fee rates are applicable to students solely within a seminary degree program or within seminary joint programs (MDiv/MSW, MTS/MSW, MDiv/MM, MDiv/MBA, MDiv/JD, MDiv/MSEd). If a student is concurrently enrolled within two degree programs at Baylor University involving a seminary degree program and an undergraduate or graduate degree program then that student's primary status is designated as undergraduate or graduate and tuition and fee rates specific to undergraduate or graduate status will be changed across all coursework. For example, if a student is within their final semester of an undergraduate program at Baylor University and is admitted to seminary and takes a seminary course, undergraduate tuition and fees will be charged across all coursework to include the seminary course for that particular semester. Additionally, if the student were eligible to receive a seminary scholarship, that award would be restricted to coursework applicable toward the degree and the seminary tuition rate. Once the student's undergraduate degree is conferred and their primary status becomes seminary, seminary tuition and fee rates would then be applicable.

Payment of Accounts

A student’s registration for a semester is not finalized (financially settled) until all expenses are paid or acceptable payment arrangements are made and the student has confirmed his/her intent to attend for the term billed. The complete Payment of Accounts policy can be found at www.baylor.edu/student_policies/financial (http://www.baylor.edu/student_policies/financial/).

For additional information about financial settlement, please visit www.baylor.edu/sfs/financialsettlement/.

Students who are recipients of scholarships from religious institutions, foundations, corporations, individuals, or other organizations outside the University should complete the online Outside Scholarship Report Form at www1.baylor.edu/OSRF (http://www1.baylor.edu/OSRF/) for each outside scholarship so that the award can be reflected in the student's financial aid award package. Organizations should send scholarship checks to:

Cashier's Office  
One Bear Place #97048  
Waco, TX 76798-7048

For questions about outside scholarships, contact Outside_Awards@baylor.edu.

If you have questions about tuition, fees, or financial settlement that are not covered here, visit the Student Financial Services website at www.baylor.edu/sfs (http://www.baylor.edu/sfs/), email Cashier’s Office at Cashiers_Office@baylor.edu or call (254) 710-2311.

Financial Obligations

Students are individually responsible for their financial obligations to Baylor University. Charges to the student account are payable when due. Upon graduation or University Withdrawal, unpaid student account
balances are subject to referral to a collection agency and disclosure to credit bureaus.

**Change in Degree Program Fee**

A change in the student’s degree program (MDiv to MTS) could result in a fee to the student account of $2,500 (13-24 earned hours) or $5,000 (25+ hours). This may also affect his/her scholarship award. Please discuss with Assistant Dean of Student Services prior to filing a petition.

**Cancellations, Drops, and University Withdrawals**

**Fall and Spring Semesters**
The information in this section is described using fall and spring semester term calendars.

**Trimesters and Summer Terms**
The information in this section is described using fall and spring semester term calendars but is also relevant to other Quarters, Trimesters, OMBA and Summer calendars using equivalent dates. For dates, deadlines, and other pertinent details to those terms, please see the “Academic Calendar” section for their respective dates.

**Definitions of Cancellations, Drops, and University Withdrawals**

- Cancellation – Cancelling (removing) all classes prior to the 1st day of classes.
- Drop – Dropping one or more, but not all, classes from a student’s schedule from the 1st day through the 12th day day of the semester (or equivalent). Prior to dropping a class, a student should review, “Before you Drop a Course.” [https://www.baylor.edu/university_advisement/](https://www.baylor.edu/university_advisement/)

**Cancellations**

Cancellation describes when a student has decided not to attend a semester (or equivalent) prior to the 1st class day. Cancellations is not allowed on the 1st day of classes and thereafter. See the “Academic Calendar” section for deadlines. All classes must be cancelled in BearWeb prior to 1st class day. For a quicker reversal of other fees (Parking Permits, Meal Plans, Health Insurance, etc.) and other information about refunds, contact Student Accounts to ensure account activity is correct.

**Academic Effects of Cancellations**

- Cancelled classes do not appear on the official academic transcript.

**Financial Effects of Cancellations**

- Requests for the cancellation of related fees and refunds must be made in writing by the student via email inquiry at [www.baylor.edu/sfs/contactus](http://www.baylor.edu/sfs/contactus).

- Cancellation requests must be received prior to the 1st class day of the term. For cancellations, all tuition, fees, and meal plans will be refunded at 100 percent.

- Late cancellation requests received on the 1st class day or after are subject to a late cancellation fee if non-attendance has been verified. ($150 during first week and $300 thereafter).

**Dropping Classes**

Dropping one or more, but not all, classes from a student’s schedule through the 50th class day of the semester. (To discontinue all classes from the term, see University Withdrawal.) See “Academic Calendar” for deadlines for all terms.

A student has the option to drop a class prior to or during a semester (or equivalent). Prior to dropping a class, a student should review, “Before you Drop a Course.” [https://www.baylor.edu/university_advisement](https://www.baylor.edu/university_advisement/)

**Academic Effects of Drops**

- Through the 50th class day, drops can be processed in BearWeb. Beginning on the 13th class day of the semester (or equivalent), the student must obtain Advisor approval notation to drop in BearWeb.

- A drop through the 12th class day of the semester (or equivalent) results in the course being removed from the official academic transcript.

- After the 12th and through the 50th class day (or equivalent), a drop in one or more classes requires a professional advisor approval and results in a “W” notation on the official academic transcript. There are no drops after the 50th class day during the semesters (or equivalent) except by appeal to the student’s academic dean.

- Failure to drop a class will result in the instructor posting the grade the student has earned at the end of the term (i.e., an “F”).

- Prior to dropping a class, a student is expected to attend class regularly.

- A student dropping a nursing class for any reason will be dropped from all corequisite classes that are linked to the class.

**Financial Effects of Drops**

- Beginning with the 13th class day for fall and spring terms (3rd class day for summer), a Change of Course fee will be assessed for all schedule changes.

- Refunds for dropped classes (tuition and lab/course fees) during the fall and spring terms include the following policies:
  - Because of the flat-rate tuition, there is no refund adjustment for a student who drops classes unless the billable hours are reduced below 12 as the result of a dropped class.
  - Refunds for dropped courses (tuition and lab/course fees) during the semester (or equivalent) will be processed according to the following refund schedule:

<table>
<thead>
<tr>
<th>Term</th>
<th>Semester</th>
<th>Trimester</th>
<th>Full Summer</th>
<th>Summer 1</th>
<th>Minimester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to the</td>
<td>5th class</td>
<td>Week 1 - 100%</td>
<td>3rd class</td>
<td>2nd class</td>
<td>1st class</td>
</tr>
<tr>
<td>end of</td>
<td>day - 100%</td>
<td>day - 100%</td>
<td>day - 100%</td>
<td>day - 100%</td>
<td>day - 100%</td>
</tr>
<tr>
<td>Prior to the</td>
<td>10th class</td>
<td>Week 2 - 75%</td>
<td>7th class</td>
<td>4th class</td>
<td>2nd class</td>
</tr>
<tr>
<td>end of</td>
<td>day - 75%</td>
<td>day - 75%</td>
<td>day - 75%</td>
<td>day - 75%</td>
<td>day - 75%</td>
</tr>
<tr>
<td>Prior to the</td>
<td>15th class</td>
<td>Week 3 - 0%</td>
<td>11th class</td>
<td>6th class</td>
<td>3rd class</td>
</tr>
<tr>
<td>end of</td>
<td>day - 50%</td>
<td>day - 50%</td>
<td>day - 50%</td>
<td>day - 50%</td>
<td>day - 50%</td>
</tr>
</tbody>
</table>
### University Withdrawal

University Withdrawal describes officially discontinuing participation in all classes for which a student is registered on or after the 1st class day of the term. A student cannot withdraw from the university after the 50th class day of a semester (or equivalent). Beginning the 1st class day of each term, a student will not be able to drop all courses from their class schedule on BearWeb, but they will be able to submit a University Withdrawal Form (https://www.baylor.edu/successcenter/?id=871527).

Students who want to understand fully the implications of this action may schedule a withdrawal conversation with the Center for Academic Success & Engagement.

To withdraw officially from the University, a student must submit the online Withdrawal Form. Students who are unable to use the electronic form, by exception, can declare their intent to withdraw verbally by calling their designated official per the list below.

<table>
<thead>
<tr>
<th>Program</th>
<th>Exit Conversation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Campus (Waco)</td>
<td>Center for Academic Success &amp; Engagement</td>
</tr>
<tr>
<td>Post-Bacc Accelerated BSN (Dallas)</td>
<td>Associate Dean</td>
</tr>
</tbody>
</table>

A student who withdraws prior to the 12th class day in their first semester (or equivalent) at the University will be subject to readmission to the University for future semesters. Please contact your admissions office.

While Baylor University is not an attendance-taking institution, upon confirmation by a student’s instructors of non-attendance, the University reserves the right to cancel or withdraw the student for that term with an effective date matching the last known date of academic attendance or engagement.

### Financial Effects of a University Withdrawal

- **Tuition, fees, meal plans, and other applicable charges will not be adjusted on the student’s account.**
- **Financial aid credits, however, may be reversed as required by federal regulations.**
- **Refunds of tuition, fees, or other charges are applied to any outstanding balance owed to the University.**
- **Any credit balance remaining after all processing is complete will be sent by direct deposit (if bank account is designated in BearWeb) or mailed to the student at his/her home address listed in BearWeb.**
- **Refunds of tuition and required fees (Chapel Fee, Laboratory/Course Fees, Administrative Fee and Applied Music Fee) are based on the effective University Withdrawal date and are prorated on a per diem scale based on the total number of calendar days in that payment period.**
- **There are no refunds for University Withdrawals that occur after 60 percent of the payment period has passed. A payment period is defined as the total number of calendar days in the semester (from the published 1st class day through the published last day of finals).**
excluding the five-calendar day Thanksgiving break and the nine-
calendar day spring break.

- To obtain a calendar schedule of refund percentages, please 
  visit the Student Financial Services website www.baylor.edu/
sfs/contactus (http://www.baylor.edu/sfs/contactus/) or call 
254-710-2311.

- Unless specifically noted, other fees are considered non-refundable.

- Unused Dining Dollars are refunded upon University Withdrawal.

- Meal plan refunds are calculated pro rata based on the University 
  Withdrawal effective date.

An administrative charge equal to one week of the meal charge for 
the student’s respective meal plan will be assessed.

- Block meal plans are not prorated and will not be credited upon 
  withdrawal.

- A student receiving scholarships or other financial aid should 
  contact the Baylor One Stop office to discuss the financial 
  implications of a University Withdrawal.

- Financial aid recipients are not eligible for a refund until all of 
  the financial aid programs are reimbursed in accordance with 
  federal, state, and University requirements. To obtain information 
  about the return of financial aid funds, contact the Baylor One Stop 
  at www.baylor.edu/sfs/contactus (http://www.baylor.edu/sfs/
  contactus/) or at 254-710-2611.

- A student residing in campus housing must contact the Campus 
  Living & Learning office to obtain information about any applicable 
  housing adjustments and penalties. Campus Living & Learning can be 
  reached at Living@baylor.edu or by calling 254-710-3642. Additional 
  information is available online at https://www.baylor.edu/cll/. A 
  student must follow the proper check-out procedure outlined in the 
  Guide to Community Living and must vacate campus housing within 
  48 hours of the University Withdrawal effective date.

**Appeals for Exception to University Withdrawal and 
Return Policy**

Students are not permitted to withdraw after the 50th class day of 
the semester or the last day for a University Withdrawal in any other 
term. It is critical that students follow these deadlines. Exceptions to 
this policy may be granted when extraordinary circumstances (e.g., 
medical or health emergencies) have impacted academic performance, 
have limited the ability to submit a timely withdrawal request, or make 
recording a grade of “Incomplete” inappropriate. Consideration of a 
subsequent appeal for exception to this policy, regardless of the outcome 
of the first, would be extraordinarily unlikely. Further information about 
requesting this exception may be found at: www.baylor.edu/case (http://
www.baylor.edu/case/). The deadline for submitting a withdrawal 
exception must be made no later than the day before the next term 
begins.

A student receiving an approved appeal for an exception to the University 
Withdrawal deadline may not re-enroll during the subsequent full 
semester. For example, if the student seeks the withdrawal exception at 
the end of the spring semester, he or she will not be eligible to return until 
the following spring semester. The student must apply for reactivation 
when he or she is prepared to re-enroll. Procedures for reactivation 
may be found at: https://www.baylor.edu/registrar/studentreactivation/.

**Dropping an Audited Class**

A student who drops an audited class by the fifth (5th) class day (fall/ 
spring) is eligible for a full refund. No refund for an audited class is given 
after the fifth (5th) class day. Full refunds also apply to a student who 
drops an audited class by the third (3rd) class day for the full summer 
session, by the second (2nd) class day for the summer I and II, and the 
first (1st) class day for the Minimester. No refunds are given after the 
designated class drop date.

**Right to Withhold Transcripts and/or Block Registration**

Baylor University may withhold the issuance of a transcript record and/or 
block the registration of any current or prior student if the student has 
certain outstanding obligations to the University. Please see https://
www.baylor.edu/risk/doc.php/342480.pdf for the complete transcript and 
registration hold policy.