

LAMAR UNIVERSITY WINTER MINI-SESSION CALENDAR & POLICIES

REGISTRATION BEGINS NOVEMBER 13, 2008 FOR THE WINTER MINI-SESSION
 REGISTRATION AVAILABLE ON THE WEB at my.lamar.edu

WINTER MINI-SESSION CALENDAR: DECEMBER 19, 2008 - JANUARY 9, 2009

December 18, 2008 Payment Due
 December 19, 2008 Winter Mini Begins
 December 24, 2008 - January 1, 2009..... Student Holidays
 January 2, 2009..... Winter Mini Resumes
 January 9, 2009..... Winter Mini Ends

STATE POLICIES:

1. All mini-session courses shall consist of the same number of class contact hours as similar courses offered in a semester or summer session; that is, normally 45-48 contact hours.
2. All mini-session courses shall have the same objectives, requirements, and quality of instruction as semester or summer session courses.
3. Students may not carry more courses at a time in a shortened format than will give them total credit of one semester credit hour per week of instruction.
4. No mini-session course shall consist of fewer than nine days of classes offered over not fewer than three weeks.
5. All requirements pertaining to three credit hour courses shall apply proportionately to courses for other credit hour values.
6. The Commissioner of Higher Education is authorized to permit exceptions to these requirements for research purposes or to determine the efficacy of teaching a specific course in a shortened format.

LAMAR POLICIES AND PROCEDURES:

1. Mini-session credit hours shall **NOT** be included as semester or summer session hours in the University's "Maximum Course Load" policy.
2. Course scheduling, classroom assignments, book/material orders and related instructional activities will follow the same university policies and procedures as those for semesters and summer sessions.
3. Late registration and the first class day will be December 19, 2008. The audit day will be December 22, 2008. The last class day will be January 9, 2009. Excluding weekends, there will be 9 available class days.
4. A minimum enrollment of 20 on December 19, 2008 will be required for a course to be offered.
5. No financial aid, installment plans, or student loans will be available for the mini-session.
6. TSI-restricted students must consult with the Office of Developmental Studies prior to registering for a mini-session course.
7. No parking fee is required for the Mini-Session.

TUITION AND FEES - Tuition and fees are based upon the number of hours for which the student registers, and is determined by the student's classification as a Texas resident or a non-resident. Classification of legal residence for tuition purposes is determined by the Admissions Office located in the Wimberly Building, second floor lobby.

INSTALLMENT PROGRAM - The installment program is not available during mini-sessions. All fees must be paid in full.

REDUCTION OF FEES - WITHDRAWALS - Prior to December 19, 2008 - 100% less a \$15 matriculation fee. After December 18, 2008 - NONE.

RETURNED CHECK FEES - Checks written to the University and returned unpaid for any reason will result in a \$25 charge plus applicable fees for a delinquent account (e.g. \$10 late registration fee, \$15 late installment payment fee, etc.). Students with a returned check will be on "cash only" status for the duration of their enrollment at Lamar, subject to appeal. Students on a "cash only" basis are prohibited from paying with a personal check (all other payment methods are acceptable).

DELINQUENT OBLIGATIONS - Students who are delinquent on obligations will be prohibited from registering for class until all obligations are paid in full. Holds are placed on academic records so that students cannot obtain transcripts until all obligations are paid in full. Delinquent obligations to the University will be sent to a collection agency (800-849-6669) and reported to credit bureaus. All costs of collections are paid by the student which is generally an additional 33.333% of the student's obligations to the University.

LU WINTER MINI-SESSION 2008 TUITION & FEES

Number Semester Hours	Tuition Texas Resident	Tuition Non-Texas Resident	Tuition Graduate	Student Service Fee	Student Center Fee	Health Center Fee	Technology Service Charge	Library Use Fee	Study Abroad Fee	Property Deposit	TOTAL Texas Resident	TOTAL Non-Texas Resident	TOTAL Graduate Texas	TOTAL Graduate Non-Texas
1	\$145	\$423	\$50	\$21.75	\$15	\$15	\$19	\$12	\$1	\$10	\$239	\$517	\$289	\$567
2	290	846	100	43.50	15	15	38	24	1	10	437	993	537	1093
3	435	1269	150	65.25	15	15	57	36	1	10	634	1468	784	1618
4	580	1692	200	87.00	15	15	76	48	1	10	832	1944	1032	2144

ID: \$5; Property Deposit is a one-time fee; Courses may have additional course fees.

Note: Fees are subject to change without notice by action of the Board of Regents or the Texas State Legislature.

LAMAR UNIVERSITY WINTER MINI-SESSION 2008 FEES AND EXPENSES

Lamar University reserves the right to change fees in keeping with acts of the Texas Legislature and the University's Board of Regents. By registering for classes at the University, the student agrees to abide by all the policies of the University.

PAYMENT OF FEES

A student is not registered until all fees are paid in full. Payment may be made by personal check, MasterCard/Visa/Discover/AMEX, Cashier's Checks, Travelers Checks, or currency (exemptions). All checks should be made payable to Lamar University and will be accepted subject to final payment. The University will not accept counter checks, postdated checks, credit card checks or altered checks. Excess payments will be refunded either in cash or check at the discretion of the University. See Returned Check section below for those on "cash only." Payments can be made:

- (1) All forms of payment at the **Cashiering Office** during working hours.
- (2) Credit card payments can be made by Web: my.lamar.edu
- (3) **Drop box** at Wimberly 114 for check (with social security number and campus) in a sealed envelope. These payments will be considered part of the next business day's activity if paid after 4:00 p.m. **No cash!**
- (4) **Mailed to the Payment Center** at P. O. Box 10183, Beaumont, Texas 77710.

LAMAR UNIVERSITY SPRING 2009 FEES AND EXPENSES

Lamar University reserves the right to change fees in keeping with acts of the Texas Legislature and the University's Board of Regents. By registering for classes at the University, the student agrees to abide by all the policies of the University.

PAYMENT OF FEES

A student is not registered until all fees are paid in full or has paid the equivalent of a down payment on the installment plan. Payment may be made by personal check, MasterCard/Visa/Discover/AMEX, Cashiers Checks, Travelers Checks, currency or **any kind of financial aid** (exemptions, loans, grants and scholarships). All checks should be made payable to Lamar University and will be accepted subject to final payment. The University will not accept counter checks, postdated checks, credit card checks or altered checks. Excess payments will be refunded through the Cardinal One card only. See Returned Check section below for those on "cash only." Payments can be made:

- (1) All forms of payment at the **Cashiering Office** during working hours.
- (2) Credit card payments can be made by Web: my.lamar.edu
- (3) **Drop box** at Wimberly 114 for check (with social security number and campus) in a sealed envelope. These payments will be considered part of the next business day's activity if paid after 4:00 p.m. **No cash!**
- (4) **Mailed to the Payment Center** at P. O. Box 10183, Beaumont, Texas 77710.

THERE WILL BE A \$50.00 RE-INSTATEMENT FEE & A \$10.00 LATE PAYMENT FEE ON CLASSES DROPPED DUE TO NON-PAYMENT!

TUITION AND FEES

Tuition and fees are based upon the number of hours for which the student registers, and is determined by the student's classification as a Texas resident or a non-resident. Classification of legal residence for tuition purposes is determined by the Admissions Office located in the Wimberly Building, second floor lobby.

INSTALLMENT PROGRAM

Students may enter into the installment program of the University upon verbal or written request. Students who do not pay in full the tuition and fees will be placed in the installment program if the student has paid at least the amount for the down payment (otherwise classes will be dropped). The installment program generally requires a **50%** down payment with the next 25% due on February 19, 2009 and the final 25% due on March 19, 2009. A non-refundable service charge of \$20 is assessed for the installment program. A late fee of \$15 will be assessed beginning the first day after an installment due date for each delinquent installment payment.

REDUCTION OF FEES - WITHDRAWALS

Tuition and fees may be reduced when a student withdraws. Depending on the amount of reduction and what the student has paid, the student may receive a refund or may still owe money to the University. Any student who officially withdraws from the University will receive a reduction on tuition and fees according to the following schedule:

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| (1) Prior to January 12, 2009 - 100% less a \$15 matriculation fee | (4) During January 27 - February 2, 2009 - 50% |
| (2) During January 12 - January 16, 2009 - 80% | (5) During February 3-9, 2009 - 25% |
| (3) During January 20 - January 26, 2009 - 70% | (6) After February 9, 2009 - NONE |

No reduction on student services fee or library fee is made unless the I.D. card is returned. No reduction on parking fee is made unless the permit is returned. Refund on property deposit is given only after written request to the Cashiering Office. Questions should be directed to the Cashiering Office, Wimberly 114.

EFFECTIVE JUNE 2000, IF YOU WITHDRAW DURING THE FIRST 60% OF THE SEMESTER, YOU WILL OWE GRANT AND/OR LOAN FUNDS BACK TO THE GOVERNMENT AND/OR SCHOOL. THIS IS A DEPARTMENT OF EDUCATION POLICY. THERE IS NO EXCEPTION TO THIS RULE AND YOU CANNOT APPEAL THIS DECISION TO LAMAR UNIVERSITY. IF YOU HAVE ANY QUESTIONS CONCERNING YOUR WITHDRAWAL AND YOUR FINANCIAL AID, PLEASE CONTACT OUR OFFICE AT (409) 880-7011.

REDUCTION OF FEES - DROPS

In order to receive a 100% reduction of tuition and fees for dropped courses, a student must drop by January 28, 2009 and remain enrolled in some hours with the University. No reductions in tuition and fees are given after January 28, 2009 for dropped classes. If you have received Financial Aid, you must notify the Financial Aid Office. Questions should be directed to the Cashiering Office, Wimberly 114.

RETURNED CHECK FEES

Checks written to the University and returned unpaid for any reason will result in a \$25 charge plus applicable fees for a delinquent account (e.g. \$10 late registration fee, \$15 late installment payment fee, etc.). Students with a returned check will be on "cash only" status for the duration of their enrollment at Lamar, subject to appeal. Students on a "cash only" basis are prohibited from paying with a personal check (all other payment methods are acceptable).

DELINQUENT OBLIGATIONS

Students who are delinquent on obligations will be prohibited from registering for class until all obligations are paid in full. Holds are placed on academic records so that students cannot obtain transcripts until all obligations are paid in full.

Delinquent obligations to the University will be sent to a collection agency (800-849-6669) and reported to credit bureaus. All costs of collections are paid by the student which is generally an additional 33.333% of the student's obligations to the University.