

Expenses & Financial Information

Silver Edge Registrants

County residents 62 years of age or more who are fully retired may enroll for credit courses on a space available basis with a reduced tuition. Silver Edge eligibility cards are available at the Ocean County Office on Senior Service, located at 1027 Hooper Avenue. For information, call (732)929-2091 or 1-800-929-2091. A reduced tuition rate schedule will be included on the list of charges as approved by the Board of Trustees.

TUITION*

The student's tuition and fees are established by the college's Board of Trustees and are subject to change at any time.

Failure to make payment at the time of registration for tuition and fees may cause cancellation of your class schedule. In the event your schedule is canceled for non-payment, you will not be able to attend OCC unless you re-register and pay immediately, provided that registration and courses are still open for selection.

For County Students

At publication, tuition for a certified resident of Ocean County is based on a per credit hour charge of \$77.00.

The total cost for educating each student is determined by dividing the cost of operating the college by the estimated number of full-time equated students attending the college. The state's contribution per student is subtracted. The balance is shared between the county, the student and other miscellaneous sources.

For Eligible Out-of-County Residents

Students attending a county community college outside their county of residence are eligible for the prevailing in-county tuition rate under the following conditions: (1) the county of residence does not sponsor a county college, or (2) the college in the county of residence certifies that it does not offer the particular course or program of study desired by the applicant, or (3) the college in the county of residence certifies that it cannot admit the applicant into a particular course. Under chargeback legislation, the sending county is obligated to contribute toward tuition. For required documentation, contact the Admissions & Records Office at (732)255-0400, extension 2011.

A copy of the student's College Skills Assessment test scores must be submitted before a chargeback can be considered. If eligible, the student should request an "Inability to Admit" form from the college in his/her county of residence and a "Certificate of Residence for the Purpose of Chargeback" form from his/her county fiscal officer. These forms should be presented to the Cashier's Office at Ocean County College immediately following registration. If the forms are not submitted, the student must pay out-of-county tuition rates. Out-of-county students should contact the Office of Admissions and Records for more information concerning the Chargeback Law.

Tuition Schedule

At publication, rates for full-time and part-time students were as listed below (fees not included). A current listing of tuition and fees can be obtained from the cashier's office, located in the Administration building.

County residents: \$77.00/semester hour

Out-of-county N.J. residents: \$105.50/semester hour

Out-of-state residents: \$173.00/semester hour

Jump Start (after applied Trustee Discount): \$45.00/semester hour

Silver Edge: \$30.00/semester hour

Academy for Lifelong Learning: \$30.00/semester hour

Tuition Deposit (Nursing Students Only)

A \$200.00 nonrefundable tuition deposit is required of newly accepted nursing students.

FEES*

College/Student Fee

At publication, full-time and part-time students pay a college/student fee of \$14.00 per credit hour. The fee represents partial subsidy of the following services:

- 1) College Budget
 - Counseling
 - Intercollegiate Athletics
 - Student Life Office Administrative Operations
 - Health Service Office
 - Transfer & Placement
 - Financial Aid
 - Admissions & Records
 - Parking
- 2) Student Life Fund
 - Clubs & Organizations
 - College Center Building Fund

In addition, full- and part-time students pay a technology fee of \$8.00 per credit hour.

Graduation, Diploma, and Certificate Fees

A fee of \$35.00 is due at the time of application for graduation. This fee is used to cover the cost of invitations, diploma and cap and gown rental. A \$10.00 fee is charged students not planning to attend the graduation ceremony. A fee of \$5.00, to cover the cost of printing and lettering, is charged students receiving certificates. Applications are available in the Office of Admissions and Records.

Graduation applications should be filed by March for spring graduation and June for summer graduation. Students applying after this date will be reviewed with those graduating the next semester.

Course Fees

The following fees will be required of all students enrolled in certain designated courses. These fees are used to offset laboratory materials, tutoring or other needed costs. Fee categories appear at the conclusion of applicable course descriptions. A special table of fees, not shown here, also exists for International Education courses.

Fee Category	Fee Per Course
1	10.00
2	25.00
3	50.00
4	75.00
5	125.00
6	300.00
7	750.00

In addition to the above, students may be required to purchase materials for their own use in conjunction with certain courses as noted at the end of those course descriptions. These costs will be identified by the course instructor and will not be included on the student's bill prepared by the college.

Registration Fees

All students are expected to comply with the schedule of registration as published in the college calendar. **A \$20.00 non-refundable registration fee is charged to all students for each registration term.** Post registration generally will be permitted during the first two days of classes for those who failed to do so during the regular registration period.

Office of Student Life Emergency Loan Fund Penalty Fees

The following penalty fees will be assessed to students who are delinquent in payment of their Office of Student Life Emergency Loans:

14-20 days overdue	\$ 5.00
21 or more days overdue	\$10.00
Return Check Fee	\$25.00

The student shall also be responsible for absorbing all costs involved in collection of any delinquent emergency loans and/or penalty fee.

TEXTBOOKS (BOOKSTORE)

For the convenience of the students, faculty, staff, alumni and friends of the college, the college operates a bookstore located in the College Center complex. A full-time student may expect textbooks to be approximately \$400.00 per semester. The figure is only an estimate and can vary significantly depending upon the courses chosen.

In addition to textbooks, the store offers a wide variety of such products as sportswear, school supplies, decals, insignia items, posters, greeting cards, toys, novelty gifts, etc.

The bookstore is open Monday through Thursday from 8:30 a.m. to 7 p.m. and Friday from 8:30 a.m. to 4 p.m. Hours are extended during the beginning of each semester to include one Saturday from 8:30 a.m. to 12:30 p.m. Special hours are posted at the bookstore. During the summer semester and semester break the bookstore is open Monday through Friday from 8:30 a.m. to 4:00 p.m. On Fridays, mid-June to mid-August, the bookstore closes at 3:00p.m.

AID & SCHOLARSHIPS

Financial Aid

Ocean County College provides financial assistance to qualified students through various combinations of grants, loans and part-time employment. Eligibility is determined on an individual basis. Recipients are required to meet program guidelines and maintain good academic standing.

Unless otherwise specified, financial aid is awarded on an annual basis and students must reapply each year. The priority service deadline is April 15.

All students applying for financial aid must file a Free Application for Federal Student Aid (FAFSA). The form is available in the Financial Aid Office or any high school Guidance Office. The form can also be completed online at www.fafsa.ed.gov.

Applications for financial aid to attend Ocean County College must be received by the Federal Processor no later than June 1 for Fall semester and November 1 for Spring semester. Applications submitted after the above deadlines are considered late. Late applicants should expect to pay for their own tuition, fees and books, but those who establish eligibility for financial aid may receive a refund after processing is completed.

Students must maintain academic progress within parameters defined by the U.S. Department of Education. Generally students must maintain a 2.0 cumulative GPA and complete 70% of classes within a given semester. No distinction is made between F grades, W grades or I grades with regard to Financial Aid Standards of progress. See a financial aid officer for complete details.

Financial Aid Deferments

The Director of Financial Aid is the official responsible for granting financial award or scholarship related deferments. Under most situations there is no additional charge to the student.

Financial Aid Programs Available at OCC

Federal

- College Work-Study (CWS)
- Pell Grants (PELL)
- Supplemental Educational Opportunity Grants (SEOG)
- PLUS loans
- Federal Stafford Loans

State of New Jersey

- Distinguished Scholars Program

Educational Opportunity Fund (EOF)
National Guard Tuition Credit Program
NJ CLASS Loans
POW/MIA Tuition-Benefit Program (POW/MIA)
Public Tuition Benefit Program (PTBP)
Tuition Aid Grant (TAG)
Veterans Tuition Credit Program (VTCP)
Volunteer Tuition Credit Program

Other Programs

Other educational benefits are available to eligible students through the Veterans Administration, New Jersey Rehabilitation Commission and the Ocean County College Foundation. Reserve Officer Training Corps (ROTC) Scholarships are also available.

Applications and additional information can be obtained by contacting the Financial Aid Office, located on the ground floor in the Administration Building.

Veterans

Eligible veterans, dependents and active duty personnel may apply to receive monthly educational assistance from the Veterans Administration while enrolled at Ocean County College. All new students who expect to receive VA educational benefits must schedule an interview in the Financial Aid Office in order to obtain the proper application forms and up-to-date information regarding VA eligibility. Continuing students must request VA certification each semester.

To qualify for VA benefits, students must enroll in a degree program. Students may take certain courses for transfer to a degree at another college if written approval is obtained from the transfer institution. VA benefits are paid only for courses which are required for the completion of the student's degree program. Students must make satisfactory academic progress in order to maintain eligibility for VA assistance.

VA processing takes about six to eight weeks. Advance payment is available upon written request to the Financial Aid Office at least sixty days prior to the first day of class. Veterans should contact the Financial Aid Office regarding other aid available from the State of New Jersey.

Ocean County College Foundation - Scholarship Opportunities

The Ocean County College Foundation is a private nonprofit organization dedicated to the growth and development of the college through scholarships, endowments, and capital and special projects. The Foundation supports the efforts of Ocean County College to make higher education accessible to all Ocean County residents and provides students opportunities to continue higher education while discovering and exploring the wealth of possibilities around them.

The Ocean County College Foundation is celebrating thirty-eight years of fund-raising success supporting the efforts of Ocean County College. Since its inception in 1965, the Foundation has awarded more than \$3.6 million in scholarships, awards and special projects working in alliance with community friends and business leaders.

A volunteer Board of Trustees governs the Ocean County College Foundation, which is composed of members representing Ocean County's business, professional, corporate and community leaders. The Foundation has been granted tax-exempt status by the Internal Revenue Service and is considered a 501(c) 3 organization. For scholarship applications or additional information, call the Foundation office at (732) 255-0492.

METHODS OF PAYMENT

Payment in Full

All tuition and fees must be paid at the time of registration.

Checks or money orders are acceptable if made payable to Ocean County College. Checks or money orders must include the student's name and his or her social security number or student I.D. number. The college

also accepts cash payment. VISA, MASTERCARD and DISCOVER are also accepted in person and by telephone.

A charge of \$25.00 will be assessed for all checks issued to the college and not paid upon presentation to the bank. Once a personal check is returned by a bank to the college it will not be re-deposited nor will the college accept another personal check in its place. Instead, payment must be made in cash or by certified check or money order.

Once payment has been made, the check cannot be returned to the student if the student changes his or her mind about attending. Likewise, the student should not process a stop payment order at his or her bank. The college will treat a stop payment as a returned check and will apply the \$25.00 returned check charge. Instead, the student should go to the Office of Admissions and Records and process a drop form. The college will in turn generate a refund check in the appropriate amount.

Monthly Payment Plan

Payment to OCC for tuition and fees is normally required to be paid in full at the time of registration. However, we recognize that making payment in full before the semester begins can cause an economic hardship for many students. To remedy this situation, we provide the OCC Tuition Payment Plan (TPP).

The OCC Tuition Payment Plan offers a financial planning option that allows you a line of credit to pay tuition and fees in equal installments. There are no interest or finance charges, although there is a \$30 (part-time) / \$50 (full-time) contract fee to sign up for the program and there are penalty fees for missed or late payments. To participate, you must be registered for six or more credit hours in the fifteen week Fall or Spring semesters. Register for classes and sign up for the payment plan early to spread your costs out over the maximum number of installments.

Brochures on the payment plan can be obtained from the following offices: Cashiers, Admissions, Counseling, Financial Aid, and Student Life.

REFUNDS

Students who officially withdraw from courses may be eligible for a percentage refund of tuition and certain fees. Students must go to the Admissions & Records Office and complete a drop form, in person. Failing to attend class will not relieve you of your financial obligation to the college, even if you have not yet paid your full tuition bill. Completing the drop form according to the schedule below will eliminate or reduce your financial obligation. It is the responsibility of the student to officially withdraw from classes during the appropriate refund periods if the student is to receive a REFUND OR CREDIT.

Percentages are applied against tuition and fee charges for registered courses. The resulting amount will then be compared to any student payments that may have been made with the difference being the amount of the refund due to the student or the balance still owed to the college. No refund will be given for the following fees: Registration, Tuition Deposit, Certificate, Graduation, or Tuition Payment Plan. Official date of withdrawal will be the date the Admissions and Records Office receives the completed withdrawal form with all required signatures.

Refund percentages are as follows:

Class canceled by the college	100%
Withdrawal prior to the first official day of the semester or term	100%
Withdrawal between the first official day of the semester or term, up to and including the official attendance census date of the	

semester or term (10th day of a semester or approximately the 5th day of a term; check your bill/schedule or ask the Admissions & Records Office for specific dates) 50%

Withdrawal after the official attendance census date of the semester or term None

The exact refund dates for each semester or term are printed on the bill/schedule received by every student at the time of registration.

FAILURE TO BE AWARE OF THESE DATES IS NOT GROUNDS FOR A REFUND.

Occasionally, extraordinary circumstances require Ocean County College to make an exception to the above refund period policy, in which case a REFUND OR CREDIT toward another semester may be issued. Substitution of faculty is not grounds for a refund. It is the policy of Ocean County College to make these exceptions ONLY under one of the following circumstances:

1. Medical emergency or condition, documented by a medical doctor, which prevents the student from completing the semester.
2. Military orders indicating a student has been called to active duty and will not be able to complete the current semester.
3. Evidence that the student was incorrectly advised or placed in the wrong class by a staff member at Ocean County College.

Additionally, all appeals must be received during the semester in question. Late appeals will not be considered. Only if your reason for requesting a refund falls into one of these categories, you may write a letter of appeal, including supporting documentation, to Director of Admissions, Refund Appeals Committee, Ocean County College, College Drive, PO Box 2001, Toms River, NJ 08754-2001. You will be notified in writing of the finding of the committee after the merits of your case are reviewed.