

# FINANCIAL INFORMATION 1992-93



**EMBRY-RIDDLE**  
NAUTICAL UNIVERSITY



## **FINANCIAL INFORMATION**

This insert to the Catalog describes the costs, payment procedures, refunds and other information about attending Embry-Riddle. Section I is applicable to the residential campuses at Daytona Beach, Florida or Prescott, Arizona. Section II is applicable to attendance at a College of Continuing Education Center.

### **RESIDENTIAL CAMPUSES**

#### **Payment Procedures**

Cash, Visa, MasterCard, Discover and personal checks are acceptable toward payment. Payment made by mail should be addressed to the respective campus Cashier's Office in time to arrive prior to the first day of class. Charges incurred subsequent to registration are due 30 days from the date of invoice or the last day of class, whichever occurs first.

#### **When is the bill due?**

An invoice for Tuition and Fees will be issued at the end of registration. This bill is due to be paid on the first day of class. If full payment cannot be applied by this date, a deferment is available by signing a Tuition Payment Agreement. This agreement will extend the payment 14 days without a service charge or 45 days with a \$100 deferment fee. Tuition Payment Agreements are available upon request in the Student Financial Services office.

#### **May bills be sent home to the permanent address?**

Each student is assigned an Embry-Riddle Aeronautical University mailbox which is the primary address for all University correspondence. However, all financial statements can be sent to any address designated by the student.

#### **Student Accounts**

At the time of acceptance for admission, a University student account is opened for each student. This account remains open until graduation. The primary use of this account is for University charges and payments. Each student is encouraged to open and maintain an account at a local bank for personal matters. If an account shows credit balances, a student may request a refund at any time in the form of cash or a refund check.

#### **Financial Assistance**

Students who will be using financial assistance to pay their University charges may have the amount of their award extended if their funds are not ready to be disbursed by the date payment is due. Any difference between the total charges and the amount of the extension granted must be paid according to the University's payment procedure.

In order to qualify for a payment extension, students must have applied for financial assistance by the priority processing date and have received a final approval of their award. Priority processing dates are published by the Financial Aid Office.

A complete description of financial assistance programs and optional financing programs available to the students and their parents is published annually by the Financial Aid Office. Consult these publications for the information about eligibility criteria, application procedures, and deadline dates. Students who anticipate needing help in meeting their financial obligations are encouraged to seek such assistance through one or more of the programs available for this purpose.



## Tuition 1992 - 93

### Fall/Spring

Undergraduate/Graduate:

Daytona Beach and Prescott Campuses:

1-11 credit hours	\$280 per credit hour
12-16 credit hours	\$3,350 per semester
Over 16 credit hours	\$280 per credit hour

Any course load greater than 16 (Fall/Spring) hours will be charged at the above listed semester rate PLUS a per-credit hour charge for those hours greater than 16 credit hours.

### Summer

The Summer semester is divided into two sessions (A & B) and each are 9 weeks long. The rates below are per session and each session is billed separately.

Undergraduate:

Daytona Beach and Prescott Campuses:

1-5 credit hours	\$280 per credit hour
6-8 credit hours	\$1,675 per semester
over 8 credit hours	\$280 per credit hour

Any course load greater than 8 hours will be charged at the above listed semester rate PLUS a per-credit hour charge for those hours greater than 8 credit hours.

### A Word About Tuition Increases

Embry-Riddle is committed to providing high quality education at a reasonable cost. The University also recognizes the need for students to plan for the cost of their education. In the future, students should estimate tuition increases to be approximately nine percent.

### Housing and Food Service

Meal plan charges may be applied to the student account only if charged during the first three days of class. Following this period, meal plans must be purchased through the vendor by cash, personal check, Money Order, Visa or MasterCard.

Housing Charges	\$795 - \$900
Reservation Prepayment (refundable up to 60 days prior to the first day of registration)	\$150
Food Service (depending on meal plan selection, e.g. 5 meals/week, 19 meals/week, etc.)	\$175 - \$920

### Flight Course Fees

For students enrolled in degree programs involving flight training, there are additional costs that cover the use of training aircraft and professional flight instruction. Flight course fees are in addition to tuition.

**Students registered for a flight course will find a flight deposit charge on the invoice. When is the charge due?**

Payment of a flight course deposit is due when flight training begins. Payment of 50% of the flight course deposit is required before a student



can participate in flight training. The remaining 50% is due 60 days from the date flight training begins. Any available financial aid awards will be applied to the entire flight course deposit. All outstanding flight charges for a flight course must be paid prior to beginning flight training in a subsequent flight course. Students who withdraw from the flight program will be refunded the unused flight course deposit less a \$50 administrative fee and all applicable charges.

Below are the hourly aircraft rates for the various aircraft used by Embry-Riddle. The flight course deposits shown for each course are estimated and represent the usual costs a student would pay based on typical completion times for solo/dual hours, and oral instruction. Actual student costs are computed at the completion of a course and are based on a student's actual training hours multiplied by the hourly rate. Therefore, a refund of a portion of the flight deposit or additional charges may occur upon completion of a flight course.

### Flight Hourly Rates\*

Type aircraft	Solo	Dual
Cessna Skyhawk	\$ 50	\$ 80
Piper Cadets	\$ 50	\$ 80
Cessna Cutlass	\$ 75	\$ 105
Mooney M20J	\$ 75	\$ 105
Piper Seminole	\$ 105	\$ 135
Cessna Crusader	\$ 155	\$ 185
Flight Simulator (AST 300) single	\$ 15	\$ 45
Flight Simulator (AST 300) twin	\$ 20	\$ 50
Flight Simulator (Frasca 141)	\$ 20	\$ 50
Flight Simulator (Frasca 242)	\$ 55	\$ 85
Flight Simulator (Frasca 242T)	\$ 75	\$ 105
Oral Instruction	\$ 25	\$ 25

\* A fuel charge adjustment may be made as fuel prices vary.

### Flight Course Deposits

(Actual costs are based on hourly rates above)

Course Number:	Required Courses	Deposit
FA110	Commercial Pilot Flight Operations I	\$6,000
FA200	Commercial Pilot Flight Operations II	\$4,600
FA250	Commercial Pilot Flight Operations III	\$5,000
FA300	Commercial Pilot Flight Operations IV	\$2,600
FA419	Airline Transport Pilot Proficiency Development	\$5,000
FA453	High Performance Aircraft Flight Crew Techniques & Procedures	\$3,600
Elective Courses:		
FA109	Commercial Pilot Flight Operations IA	\$1,900
FA309	Instrument Rating	\$3,200
FA340	Multi-Engine Class Rating	\$3,400
FA409	Certified Flight Instructor - Instrument	\$2,200
FA417	Flight Training Methods & Curriculum Analysis	\$3,600
FA418	Airline Transport Pilot Proficiency Development	\$2,400
FA460	Advanced Multi-Engine Flight Crew Training Methods	\$4,300

### Fees

There are three fee sections listed below: Mandatory fees (fees charged to each student on a per semester basis), Technical Program



Fees (fees which apply to a particular degree program - refer to the Degree Programs chapter of this catalog) and User Fees (applicable only if service is requested):

### **Mandatory Fees: \***

Student Government Association Fee	
Daytona	\$ 30
Prescott	\$ 20
Sport/Activity Fee	\$ 25

### **Technical Program Fees:**

#### **Courses:**

All AE courses  
All AMT courses  
All AV courses  
All CS courses  
All CIS courses  
All EL courses  
All ES courses  
All ET courses  
All EE course

#### **Fee:**

\$ 20/credit hour  
\$ 12/credit hour  
\$ 20/credit hour  
\$ 20/credit hour  
\$ 20/credit hour  
\$ 20/credit hour  
\$ 20/credit hour  
\$ 20/credit hour  
\$ 20/credit hour

### **User Fees:**

International Student Service Fee	\$ 50
Deferred Payment Fee	\$ 100
Reinstatement of Canceled Registration Fee	\$ 100
Transcript Fee (per transcript)	\$ 4
Commencement Fee (non-refundable)	\$ 40
Duplicate Diploma	\$ 15
Previously Earned Diploma	\$ 40
Annual Vehicle Registration Fee	
Automobiles	\$ 15
Motorcycles	\$ 5
Flight Course Evaluation Fee	\$ 120
Course Equivalency Examination Fee	\$ 100
Cooperative Education Fee (Full term)	\$ 210
Cooperative Education Fee (Summer A or B)	\$ 105
FAA Designated Mechanic Examiner Fee	\$ 180
FAA Written Examination Fee	\$ 15

\* The mandatory fees for the Summer Semester will be billed 50% for Summer A and 50% for Summer B.

### **Examples of Typical Student Charges**

Example #1:

#### **Jill Design - Aeronautical Engineering - Junior - Full Time**

Tuition and fees are:	\$3,405
Room & Board	\$1,598
Technical Fees	
(Jill is taking 6 credit hours of Engineering courses; therefore 6 x \$20)	\$ 120

Jill will be billed for \$5,123. Jill has been awarded \$2,300 in financial aid. A financial aid extension of \$2,300 will be deducted from her invoice. On the first day of class Jill will pay \$2,823. Her Financial Aid will be credited to her student account when it becomes available. Jill will purchase her books directly from the bookstore.



## Example #2

### Jack Piper - Aeronautical Science - Freshman - Full Time

Tuition & fees are:	\$3,405
19 meal plan, charges are:	\$ 698
Taking flight - 1st course FA110:	\$6,000
Technical Fees	
(Jack is taking 3 credit hours of Computer Science; therefore 3 X \$20)	\$ 60

Jack will be billed for \$10,163 and \$4,163 will be paid by the first day of class. Once flight starts, he will owe \$3,000, then \$3,000 in 60 days. Jack will purchase his books directly with the bookstore.

## Other Financial Information

### Books, Supplies and Tools

Purchases are made directly with the University Bookstore. Cash, Checks, Visa and MasterCard are accepted. Students who have estimated financial aid over the amount of tuition and fees may request an advance for books and tools at the Cashier's Office.

### Temporary Loans

A 30 day temporary loan is available at the Cashier's Office for unexpected expenses.

### Check Cashing

Students may use the Cashier's Office to cash checks. One party checks from parent or guardian, and payable to the student, will be cashed for no more than \$100 per day. Cashier's, Traveler's, U.S. Treasury Checks or Money Orders may be cashed up to \$500.

### Delinquent Accounts

When a student's account is delinquent, registration for that term is subject to cancellation. If a student's registration is canceled, all academic and administrative processing will be suspended, information on class performance and grades will be withheld, and registration for a new term, graduation, or release of transcripts will be denied. Continued delinquency may result in administrative withdrawal from the University. Administrative withdrawal will not relieve a student from the obligation to pay outstanding debts. Sums remaining unpaid will be charged interest at the maximum rate allowed by law. The student is also subject to the costs of collection, including reasonable attorney's fees for making such collection.

### Refund Policy

Only those students who officially withdraw from all classes through the Records and Registration Office are eligible for a percentage refund of the charges indicated below. The effective date of the withdrawal as determined by the Records and Registration Office governs the refund computations.

- A. The following are refundable according to the withdrawal schedule below (Daytona and Prescott):
  1. Tuition
  2. Technical Program Fees
  3. Student Government Association fees
  4. Housing Fees (less \$150 Housing Processing Fee)



## Withdrawal/Refund Schedule:

### Fall/Spring Semester

Period I	Class days	1 - 3	100%*
Period II	Class days	4 - 10	80%
Period III	Class days	11 - 15	60%
Period IV	Class days	16 - 20	40%
Period V	Class days	21 - 25	20%
Period VI	Class days	26 and after	0%

\*Less \$150 administrative fee

### Summer/AMT terms

Period I	Class days	1 - 3	100% **
Period II	Class days	4 - 6	80%
Period III	Class days	7 - 9	60%
Period IV	Class days	10 - 12	40%
Period V	Class days	13 - 15	20%
Period VI	Class days	16 and after	0%

\*\*Less \$75 administrative fee

- B. Required Advance Tuition Deposit (new students only): Refundable in full, provided written notice is given at least 60 days before the first day of registration for the semester.
- C. Flight Course Deposits: See flight course deposit listing.
- D. Students who have housing contracts must contact the Housing Office to release their obligation. Any refunds will be determined at that time.

Requests for refunds which are not covered by the provisions cited above must be submitted in writing to the University's Refund Committee through the Cashier's Office. Before any request for refund will be considered by the Refund Committee, proper documentation in the form of a clearance or change of registration must be completed.

- 1. Requests for refunds due to circumstances clearly beyond the student's control, such as illness, required military service, etc, must be accompanied by appropriate documentation such as a physician's statement.
- 2. A request for refund must be submitted within 60 days from the date the student completes a change of registration.
- 3. Refund requests will normally be processed within ten working days.

## COLLEGE OF CONTINUING EDUCATION CENTERS

### Tuition and Fees

#### Undergraduate

College of Continuing Education  
Off-Campus Centers  
Independent Study

\$112 per credit hour  
\$135 per credit hour

#### Graduate

College of Continuing Education  
Off-Campus Centers

\$191 per credit hour

Tuition rates for Master of Science in Technical Management programs at industry sites may vary. Credit hour rates are the same or higher than the on-campus graduate rate.

### **Mandatory Fees:**

None

### **Technical Program Fees:**

None

### **User Fees:**

Application Fee	\$ 15
Late Registration Fee	\$ 25
Deferred Payment Fee	\$ 10
Transcript Fee (per transcript)	\$ 4
Commencement Fee (non-refundable)	\$ 40
Duplicate Diploma	\$ 15
Previously Earned Diploma	\$ 40
Contract for Degree	
(Not required if student pays application fee)	\$ 15
Annual Contract for Degree Maintenance Fee	\$ 50
Extension Fee	\$ 25

### **Withdrawal/Refund Schedule**

First Calendar week of term	100%
Thereafter	0%