

# TUITION POLICIES 2009-2010

## 2009-2010 Cost of Attendance (Nine month Period of Enrollment)

### First & Second Year (1L& 2Ls)

Tuition	\$36,900
Fees	\$100
Books & Supplies	\$1,400
Transportation	\$3,470
Living Expenses	\$11,250
Miscellaneous	\$3,544
TOTAL	\$56,664

### Third Year (3Ls)

Tuition	\$34,900
Fees	\$100
Books & Supplies	\$1,400
Transportation	\$3,470
Living Expenses	\$11,250
Miscellaneous	\$3,544
TOTAL	\$54,664

### Joint Degree

Tuition	\$43,600
Fees	\$100
Books & Supplies	\$1,400
Transportation	\$3,470
Living Expenses	\$11,250
Miscellaneous	\$3,544
TOTAL	\$63,364

### Graduate Degree Programs

Tuition	\$36,900
Fees	\$100
Books & Supplies	\$1,400
Transportation	\$3,470
Living Expenses	\$11,250
Miscellaneous	\$3,544
TOTAL	\$56,664

### Tuition Rates, billed per semester

1<sup>st</sup> & 2<sup>nd</sup> Year JD Students: \$36,900 Annual Tuition Rate (\$18450 per semester plus activity fee of \$40)

3<sup>rd</sup> Year JD Students: \$34,900 Annual Tuition Rate (\$17450 per semester plus activity fee of \$40)

### Due Dates

Fall semester:	August 17, 2009
Spring semester:	January 4, 2010

### Failure to Make Timely Tuition Payments

Failure to make payment by the due date for any semester will result in the imposition of a finance charge of **10% Annual Percentage Rate (APR)** applied monthly on the unpaid balance.

If a student fails to make timely tuition payments, a *Business Office Hold* will be placed on his/her records. Any student with a *Business Office Hold* on his/her account will not be allowed to receive official grades, transcripts, certification of good standing nor will they be allowed to graduate. Registration for classes in subsequent semesters will be denied.

If it becomes necessary to take legal action to collect outstanding tuition and other charges, the student will be liable for any additional collection costs incurred by the Law School.

### Tuition Requirements

JD students are expected to pay a minimum of six (6) semesters of tuition at the prevailing JD tuition rate.

If you decide to pursue a Joint degree in the future, **Joint Degree** students are expected to pay a minimum of two (2) semesters of tuition at the prevailing JD tuition rate and four (4) semesters of tuition at the prevailing Joint Degree tuition rate.

### Summer Programs

Pierce Law offers a number of substantive and clinical courses during the summer.

JD students that wish to enroll in IPSI or one of our on-site summer practice clinics will be charged on a per credit hour basis.

Independent studies taken over the summer will be charged on a per credit hour basis regardless of degree program.

If you choose to participate in a summer program at a school other than Franklin Pierce Law you will need to:

- 1) Obtain permission from the Dean of Academic Affairs, Fran Canning.
- 2) If granted permission, you must then contact Franklin Pierce Law Student Financial Services. Student Financial Services will then prepare and send a consortium agreement to the other school. This is necessary for the summer program at the other school to get paid.
- 3) You must then apply for financial aid for the summer program you wish to participate in.
- 4) Funds will be disbursed to the student to pay for the summer program they are participating in. It is the student's responsibility to pay the tuition for the summer program.

### Part Time Enrollment

Although Pierce Law does not have a formal part time program, under special circumstances, a student may attend on a part time basis. In order to do this, he/she must have the written approval of the Assistant Dean for Students. Part time status is defined as less than twelve (12) credits per semester. Tuition for part time students will be charged at seventy-five percent (75%) of the prevailing tuition rates for eight semesters (8).

A full time student, who has been approved for a reduced load (11 credits or less) for *one semester only*, will continue to pay tuition at the full time rate but will be allowed to enroll in summer courses (excluding independent studies) to make up the equivalent credit hours at no additional charge. The maximum number of credit hours that may be taken without charge under this provision is fifteen (15) less the number of credits taken during the part time semester.

Under no circumstances will the total tuition paid be less than six (6) semesters at the full time rate as defined for each program in Tuition Requirements above.

### Withdrawal

Withdrawal from Pierce Law is a formal process specified in the Academic Rules; a copy of which can be found in the Student Handbook. A student who wishes to withdraw from Pierce Law must do so in writing addressed to the Assistant Dean for Students. It is recommended that any student considering withdrawal also contact Student Financial Services to discuss the financial implications of such action.

For students withdrawing from the Joint Degree program, tuition will be re-calculated. The student will be responsible for paying any excess in tuition that would have been charged for summer courses over the actual amount of additional joint degree tuition paid to the date of withdrawal.

### Pierce Law Refund Policy

Full-time students who withdraw from Pierce Law **before the end of the first week of classes** in each semester are eligible for a full refund (less any deposits required by Pierce Law as evidence of the student's intent to enroll.)

Students who withdraw **after the first week of classes** are eligible for a refund of the tuition according to this schedule:

- Between the end of the first and second week of classes 80%
- Between the end of the second and third week of classes 70%
- Between the end of the third and fourth week of classes 60%
- Between the end of the fourth and fifth week of classes 50%
- Between the end of the fifth and sixth week of classes 40%

Students who withdraw **after the sixth week of classes** or leave without notifying Pierce Law are not eligible for a refund.

### Pierce Law Refund Policy-Academic Dismissal

A student, who is dismissed from Pierce Law by action of the Academic Standing Committee after the start of a semester is entitled to a full refund for that semester.

If the tuition was paid by Title IV Federal Student Aid, the refund will be paid directly to the appropriate student aid program in accordance with federal regulations. The regulations require funds to be returned, in order, to the unsubsidized Federal Stafford Loan, the subsidized Federal Stafford Loan, the Federal Perkins Loan, Federal PLUS Loan and other federal student aid programs in a prescribed manner and amount.

In addition, if there is a credit balance remaining on the student's account after all funds required to be returned by federal regulation have been returned, the remaining funds/credit balance will be returned, in order, to Pierce Law Loans, other Pierce Law funded financial aid, private loans, Federal PLUS Loan, Federal Perkins Loan, unsubsidized Federal Stafford Loan, subsidized Federal Stafford Loan, and the student. In all instances, the total amount returned to any program will not exceed the amount the student received from that program for the semester.

### Treatment of Title IV Aid When a Student Withdraws

Pursuant to federal regulations for the return of Title IV funds, Pierce Law is required to recalculate federal financial aid eligibility for students who withdraw, drop out, are dismissed, or take a leave of absence prior to completing 60% of a semester. Withdrawing students with federal loans will be subject to both the Return of Title IV Aid and the Pierce

Law Refund Policy, which is detailed above. The withdrawal date is defined as the actual date the student began the withdrawal process with the Dean of Students, the student's last date of attendance, or the mid-point of a semester for a student who leaves without notifying Pierce Law. In some cases, federal loans already refunded to the student may need to be returned to the lender. This could result in an outstanding tuition balance owed to Pierce Law.



## REGISTRAR'S OFFICE

Welcome to the Registrar's Office. We are responsible for maintaining your academic records, course scheduling, course registration, and administering exams. Among other things, we issue transcripts, rank letters, diplomas, lockers, and parking permits. We also help manage the on-line room book.

### Examination Policy

#### I. Changing The Date And/Or Time Of An Exam

There are only three circumstances:

##### A. Two or more exams scheduled for the same day.

In this instance, "day" means a day such as Tuesday. "Day" does not mean any 24-hour period; thus a Tuesday afternoon followed by a Wednesday morning exam is not a basis for change under this provision.

The Registrar's Office should be contacted within the specified posted time each semester to make arrangements to change exam times.

##### B. Illness

The Registrar's Office or the Assistant Dean of Students must be contacted to advise them of the illness *before* the exam begins. The exam must be made up as soon as possible. If the student misses more than one exam due to the same illness, they will need to call the Registrar or the Assistant Dean of Students before each one.

A doctor's note is required if a student misses an exam due to illness. If the student feels very ill on the day of an exam, it is advisable to *not take the exam*. Once the exam book is opened, the student must complete the exam. The student must decide *before* the exam starts if they are well enough to take it.

##### C. Personal Circumstance Beyond Student's Control

If there are exceptional circumstances beyond a student's control, such as serious illness or death in the family, the Assistant Dean of Students will decide if it is appropriate to change the

date and/or time of an exam. Not included under this category are early vacations, conferences, weddings, jobs with early start dates, or preferring a different schedule. Difficulties with child-care arrangements are also not included. It is advisable to have alternative child-care arrangements available in the event your child or baby sitter becomes ill or unavailable that day.

#### II. Changing Exam Schedules

Only the Registrar can change an exam schedule; faculty cannot make or approve these changes. In the interest of maintaining anonymity in grading, it is important **NOT** to discuss proposed exam changes with the faculty.

#### III. The Student's Responsibility

##### To Know Their Exam Schedule

It is very important the student know exactly when, where and the duration of each of their exams.. The final exam schedule is published early in the semester, first as a tentative schedule, where major or minor glitches can be corrected, and then as a final schedule. The student must know from the final schedule exactly when and where they are scheduled to be. Course syllabi generally give the dates for midterm exams and other quizzes and exams.

The student should be in the exam room for at least 15 minutes before the exam is scheduled to begin.

IV. Students who receive accommodations for exams will receive separate instructions from the Registrar's office prior to the day of the exam. The Students and Applicants With Disabilities Policy is separately included in this Policy Handbook.

#### V. Items Permitted In Exam Rooms

For all exams the student must bring in their own pen and/or pencil. In all exams the student may bring something to eat and/or drink. However, please be considerate of others. For open-book exams you may bring what the instructor has authorized. If the instructor does not specify, the only electronic devices that may be used in an exam are (1) an electronic dictionary, (2) a calculator, or (3) those approved by the Deans as a reasonable accommodation. Unless permitted by the instructor, no computer or electronic device may be used to communicate with another person during an exam.

#### VI. Items Not Permitted In Exam Rooms

In closed-book exams, that is, any exam not specifically designated "open book," students will not be permitted to bring books, purses, or anything beside pen and/or pencil to their seat. It is better to leave these things at home. If students do bring them to the exam room, they will need to leave them at