

Refund Policy

In the case of withdrawal, an official withdrawal form must be completed.

Credit Courses:

The college refund policy is as follows (this policy is subject to change without notice):

- A.** Application fee is nonrefundable.
- B.** The registration fee and the information technology access fee are non-refundable unless a class is canceled by the college and a student is enrolled in no other day or evening classes.
- C.** The tuition and other fees will be refunded as follows:
 1. Prior to the classes starting 100% (excluding registration fee)
 2. Through the first week of classes
 3. During the second week of classes 50% (excluding registration fee)
 4. During the third week of classes 25% (excluding registration fee)
 5. After the third week of classes 0%
 6. If a class is canceled by the college, all tuition and fees will be refunded.
- D.** Prior to the start of each semester, the student accounts office will publish and make available the exact dates that define the first through third week of classes applicable to this refund policy.
- E.** Student financial assistance recipients will have their refunds calculated according to applicable federal regulations.
- F.** For sessions of eight weeks or less (including all summer courses), each class meeting will be considered as one week for the refund calculation above.
- G.** Weekend courses, intersession courses, modular courses, distance learning courses (excluding WEB courses), telecourses, cooperative education, and other non-standard length courses have a special refund policy. Please contact the records office for this information.



**Mount Wachusett
Community College**

444 Green Street, Gardner, MA 01440

www.mwcc.edu

Mount Wachusett Community College is an affirmative action equal opportunity employer and does not discriminate on the basis of race, creed, religion, color, gender, sexual orientation, age, disability, veteran status, marital status, or national origin.

MC042-03 Rev1:Jan12

Payment Options



Plan ahead - Pay on time

***Avoid cancellation of your class enrollment
(see inside)!***

Secure your schedule today!



**Mount Wachusett
Community College**

<http://studentaccounts.mwcc.edu>

Your class schedule and bill for tuition and fees is combined into one document. Please review your class schedule and keep the top portion. If there is a balance due, please return the bottom portion with your payment.

Payment Options

What are my payment options?

The college accepts payment of tuition and fees by cash, check, money order, Discover, Visa, and MasterCard. You can mail your payment, pay in person at the student accounts office, or pay online by accessing WebConnect from the college website's homepage: www.mwcc.edu, or MWCC's student accounts web pages: <http://studentaccounts.mwcc.edu>

Checks

Please make checks and money orders payable to **Mount Wachusett Community College**.

Credit cards

If you wish to pay with a credit card, please visit <http://iconnect.mwcc.edu>. You will need your student ID number and amount of your bill.

Third party payments

Financial aid, scholarships, waivers and third party payments are also means available to satisfy payment of the applicable tuition and fees. They are listed on the bill once they are accepted by the college.

Payment Plan

Can I pay my bill monthly instead of in one large sum?

One of the easiest ways to pay for your college expenses is with MWCC's interest-free monthly payment plan managed by FACTS Management Company. Some of the benefits of the plan include: no interest charges; no late fees; 24/7 web access; range of easy payments; automated bank payments and credit cards accepted; and a low \$30 enrollment fee. You may enroll in the payment plan on the web from the "ecashier" link on the student account website <http://studentaccounts.mwcc.edu>

About the plan:

- Changes to your plan (adjustments and cancellations) should be brought to the attention of the student accounts office.
- Refunds of monthly payments paid through FACTS will be handled according to MWCC's refund policy (see the back panel of this pamphlet)
- Checks returned for uncollectible funds will be subject to a \$25 service charge which will be added to your account
- The FACTS enrollment fee is nonrefundable
- Additional detail available in the FACTS brochure enclosed with your bill
- Additional option of full payment directly transferred from your bank account for a \$1.00 nonrefundable fee.

What happens if I do not pay my bill on time?

Payment of all charges is due in full by the due date specified on the student bill. Students whose accounts have not been paid in full, or otherwise cleared through commitments by other sources such as student financial assistance or the payment plan, will be subject to cancelation of class enrollment. Students will not be allowed to re-enroll without proper payment.

What are the tuition and fees listed on my bill?

For a detailed explanation of college tuition and fees, go to: <http://studentaccounts.mwcc.edu>

Health Insurance

What is this health insurance fee on my bill?

You may have an insurance charge on your bill. Health insurance is required by state law for all students registering for 9 or more credits.

I already have health insurance. Can the health insurance fee be waived?

If you have health insurance through another carrier, you may waive the charge by going to <https://www.gallagherkoster.com/students/student-home.php?idField=1198>. The waiver must be completed no later than the first day of classes or your name will be submitted to the insurance company. Once submitted there will be no waiver or refund of the fee. "Free Care" does not qualify as a comparable health insurance plan.

Financial Aid

I am receiving financial aid. How is that reflected on my bill?

Authorized financial aid

Students with approved "grant(s)" have the value of the aid indicated on this bill in the "Credits" column with the total due adjusted accordingly.

Memo Items

All financial aid awards that are not "authorized" for payment, but have been awarded, are indicated as "Memoed Financial Aid" as a total, in the "Anticipated Credits" column, with the total due adjusted accordingly.

All student loans will be entered as memo items on the bill and will be "authorized" for payment when the loan funds are received from the lender. All MASSGrant and part-time grant awards will be entered as memo items on the bill and will be "authorized" for payment when final approval is received from the Massachusetts Office of Student Financial Assistance.

I am receiving financial aid. Will my financial aid award be affected if I add or drop courses?

If you change the number of credits you are currently registered for, the amount of your financial aid award may change.

Course Withdrawal

What if I withdraw from courses? Will I be eligible for a refund?

See MWCC's refund policy (back panel).