

**KANSAS STATE UNIVERSITY – SALINA**  
**COMPREHENSIVE FEE SCHEDULE**  
**Effective 2009 Fall Term**  
(6-30-2009)

**I. FALL/SPRING TERM**

<u>Tuition</u>		<u>Resident</u>	<u>Non-Resident</u>
Pre-College.....	per credit hour	\$ 103.90 <sup>a</sup>	n/a
Undergraduate .....	per credit hour	\$ 194.80 <sup>b</sup>	\$ 532.00
Graduate .....	per credit hour	\$ 279.90	\$ 643.90
 <u>Campus Privilege Fees<sup>c</sup></u>			
1st hour through 12 hours.....	per credit hour	\$ 24.93	\$ 24.93
Maximum for 12 hours or more		\$ 299.16	\$ 299.16

**II. SUMMER TERM**

<u>Tuition</u>		<u>Resident</u>	<u>Non-Resident</u>
Pre-College.....	per credit hour	\$ 103.90 <sup>a</sup>	n/a
Undergraduate.....	per credit hour	\$ 194.80 <sup>b</sup>	\$ 532.00
Graduate .....	per credit hour	\$ 279.90	\$ 643.90
 <u>Campus Privilege Fees<sup>c</sup></u>			
1st hour through 6 hours.....	per credit hour	\$ 17.89	\$ 17.89
Maximum for 6 hours or more		\$ 107.34	\$ 107.34

<sup>a</sup>Limited to a total of 15 credit hours of course numbers 299 and below. Students must be enrolled in a Saline County High School program or a current student enrolled in a program at the Salina Area Technical School/College.

<sup>b</sup>Employees (as defined in Eligibility for Resident Fees) are assessed resident tuition.

<sup>c</sup>Students who are enrolled only in on-campus courses held more than 30 miles from campus and will reside outside of a 30-mile radius of the KSU-Salina campus during that term are exempt from all campus privilege fees.

**III. ASSOCIATED AVIATION PROGRAM COSTS BY EVENT**

<u>Aircraft<sup>d</sup></u>		<u>Solo/Hour</u>	<u>CFI Dual/Hour</u>	<u>Faculty/ Advanced CFI Dual/Hour</u>
Cessna 172R Skyhawk.....	per hour	\$ 97.00	\$ 127.00	\$ 132.00
Cessna 172R Skyhawk with Glass Cockpit.....	per hour	\$ 110.00	\$ 140.00	\$ 145.00
Beechcraft F-33A Bonanza.....	per hour	\$ 175.00	\$ 205.00	\$ 210.00
Beechcraft BE-58 Baron.....	per hour	\$ 324.00	\$ 354.00	\$ 359.00
Beechcraft BE-90 King Air.....	per hour	n/a	n/a	\$ 714.00
Beechcraft BE-90 King Air (Transportation Flight).....	per hour	n/a	n/a	\$ 50.00 <sup>e</sup>
Cessna CitationJet (Transportation Flight).....	per hour	n/a	n/a	\$ 75.00 <sup>f</sup>
 <u>Special Use Aircraft</u>				
Schweizer 300C Bi Helicopter.....	per hour	\$ 265.00	n/a	\$ 300.00
Schleicher Motorglider (SGM2-37) .....	per hour	\$ 41.00	\$ 71.00	\$ 76.00
Sail Plane/Glider .....	per tow	\$ 25.00	\$ 55.00	\$ 60.00
Bellanca 8KCAB (tail wheel endorsement) .....	per hour	n/a	\$ 161.00	\$ 166.00
 <u>Flight Simulators</u>				
Frasca 141 (Single Engine).....	per hour	\$ 30.00	\$ 60.00	\$ 65.00
AST 3000 (Multi Engine).....	per hour	\$ 40.00	\$ 70.00	\$ 75.00
AST 3000 with EFIS (Multi Engine).....	per hour	\$ 50.00	\$ 80.00	\$ 85.00
CRJ-200 Simulator (price is per student - requires crew of 2) .	per hour	\$ 122.00	\$ 137.00	\$ 139.50
 <u>Flight Instructor (cost included in Aircraft Dual/Hour rates)</u>				
One-on-One Flight Instruction - C172, BE-23, BE-33A, BE-58.....	per hour		\$ 30.00	\$ 35.00
One-on-One Flight Instruction - BE-90 (King Air).....	per hour		n/a	\$ 50.00 <sup>e</sup>
One-on-One Flight Instruction - CitationJet.....	per hour		n/a	\$ 75.00 <sup>f</sup>
 <u>Ground Time</u>				
One-on-One Instruction.....	per hour		\$ 30.00	\$ 35.00
 <u>No-Show</u>				
Students not showing up for scheduled flights are charged one hour instructor and one hour aircraft time.				
 <u>Written Exams</u>				
FAA Computer Based Examination .....			per test	\$ 90.00
Examination No-Show .....				\$ 30.00

<sup>d</sup> Additional charges in the form of a fuel surcharge may be added when fuel costs exceed the projected rate.

<sup>e</sup> King Air dual instruction rates on Transportation Flights cap at three (3) hours (\$150.00).

<sup>f</sup> The CitationJet is only available for dual instruction on Transportation Flights, rates cap at three (3) hours (\$225.00).

**Associated Flight Program Costs by Rating:** Amounts are based on the estimated average training for each flight rating. If a student requires additional training to meet FAA standards, or elects to train in more expensive aircraft, additional charges will be assessed according to the rates shown above. If the required cost has been over-estimated, or if the student withdraws from the program before completion, an appropriate refund will be provided. **Students will not be allowed to perform any of the flight lab training until they have funds in their flight account. These funds are deposited by the student in a separate flight account in the cashier's office and students are not allowed to overfly their account balance at any time.**

The projected cost for aircraft and simulator usage for each academic course is as follows:

Private.....	\$ 5,565	Commercial.....	\$ 5,975	CFI (Certified Flight Instructor).....	\$ 4,375
Instrument I.....	\$ 5,010	Multi-Engine.....	\$ 3,537	CFI-Inst. (Instrument).....	\$ 2,621
Instrument II.....	\$ 4,785			CFI-ME (Multi Engine).....	\$ 6,497

During periods of high fuel prices, it may be necessary to implement a Fuel Surcharge to recover aircraft operating costs.

**PPIL 425**, 40 hours usage of flight director and automatic flight control systems subscription software (this is a non-refundable fee after the software has been accessed) ..... \$ 435.00

**AVM Lab Fee** (required for many AVM courses with high lab costs) ..... per credit hour \$ 4.50

**IV. OFF-CAMPUS COURSES<sup>9</sup>**

Tuition

Pre-College .....	per credit hour	\$ 103.90
Undergraduate .....	per credit hour	\$ 304.00
Graduate .....	per credit hour	\$ 393.00

Non-credit Option ..... lowest advertised resident tuition rate per credit hour

Course Charge

An additional charge may be made to correspond with the actual costs of providing goods and services which are an integral part of presenting a course bearing academic credit, such as equipment and laboratory fees, distance education and media fees, testing fees, equipment rental, video/audio tapes, supplies and directly related items.

<sup>9</sup> Off-campus courses administered by Continuing Education and offered at U.S.D. facilities in Saline County, Fort Riley or other selected military sites may be assessed an hourly rate that is between the on-campus and the off-campus tuition rates.

**V. CONFERENCES AND NON-CREDIT PROGRAMS (vary to correspond with direct costs)**

**VI. ON-CAMPUS COURSES ENROLLED THROUGH CONTINUING EDUCATION**

Tuition

		<u>Resident</u>	<u>Non-Resident</u>
Pre-College .....	per credit hour	\$ 103.90	n/a
Undergraduate .....	per credit hour	\$ 206.80	\$ 544.00
Graduate .....	per credit hour	\$ 291.90	\$ 655.90

Non-credit Option ..... lowest advertised resident tuition rate per credit hour

Course Charge

An additional charge may be made to correspond with the actual costs of providing goods and services which are an integral part of presenting a course bearing academic credit, such as equipment and laboratory fees, distance education and media fees, testing fees, equipment rental, video/audio tapes, supplies and directly related items.

**VII. FIELD CAMPS**

Students who are enrolled in on-campus courses consisting primarily of field projects that require travel to and overnight stay at the field site will be charged an additional fee that approximates the direct cost of travel and subsistence.

**VIII. APPLICATION PROCESSING FEES (not subject to refund)**

Application for admission of international students to undergraduate program.....	\$ 80.00
Application for first-time admission to undergraduate program.....	\$ 30.00
Application for admission to graduate programs .....	\$ 40.00

**IX. CONTRACTS AND COMPENSATORY CHARGE**

This schedule does not limit the charges that may be collected under arrangements with other governmental or private agencies, except that such arrangements may not provide for lesser charges. Compensatory or other charges to more nearly cover the actual cost of instruction are specifically authorized.

No tuition is charged students enrolled in instructional programs for which the entire cost, including faculty, is furnished by governmental or private agencies. Students enrolled in such programs on campus must pay all required campus privilege fees.

**X. SPECIAL HANDLING FEE FOR LATE ENROLLMENT (not subject to refund)**

Initial enrollment on or after the first day of the term ..... \$ 50.00

Exceptions: Non-standard courses will be assessed the special handling fee if the initial enrollment is on or after the first day of the class. A special handling fee does not apply when adding courses to existing enrollments or to corrections of tuition assessments.

**XI. PAYMENT OF TUITION AND FEES**

Statements are prepared as of the 15<sup>th</sup> of every month and the due date is the 15<sup>th</sup> of the following month (or the preceding business day if the 15<sup>th</sup> falls on a weekend or holiday). If the total balance due on each statement is not paid by the due date, there will be a Default Charge of 1.5% compounded monthly assessed on the amount billed but not paid.

Students who early enroll in courses for a term will have their tuition/fees on the following monthly statements:

<b>Term:</b>	Fall	Spring	Summer
<b>Bill Date:</b>	July 15	December 15	May 15

**Exceptions:** If the student's eligibility to receive financial aid is verifiable prior to the student's tuition and fee payment due date, the Director of Student Financial Assistance may authorize, at the student's request, the temporary suppression of the Default Charge. The student's obligation to pay regularly assessed tuition and fees is not reduced by a suppression of the Default Charge.

Following are the authorized categories for the suppression of the Default Charge:

- Students who have all financial aid application requirements and whose awards have been made by the June packaging date, but whose aid has not been disbursed. The student must pay any amount of tuition and fees over and above the pending financial aid award.
- Graduate Students on assistantship who are employed in a Research or Teaching assistantship and will be receiving a University paycheck.
- Military veterans eligible to receive monthly benefits from the U.S. Government.
- International students awaiting funds from their home country.

In addition, a student may choose to sign up for a four-installment payment plan during fall and spring terms and a two-month installment plan during the summer term. There will be a \$40/fall term, \$40/spring term and \$20/summer term administrative fee for utilizing the installment plan. For more information contact the College Cashiers Office, 209 College Center, (785) 826-2614.

Student account credit balances of less than \$5 will be charged a "dormant account fee" of the amount of the credit balance, when the account has been inactive for a period of one year.

**XII. RECORD AND ENROLLMENT HOLDS**

The University will withhold students' records and deny future enrollment for non-payment of fees, loans, and other appropriate charges and for non-return of University property.

**XIII. INTERNATIONAL PROGRAMS**

Study Abroad Program Enrollment Fee per term, per student enrolled in a study abroad program not taught or conducted by Kansas State University faculty .....	\$ 25.00
Per term SEVIS compliance fee for all students with an F or J visa .....	\$ 15.00
United HealthCare Insurance premiums will be assessed each term for all enrolled students with an F or J visa. This charge can be waived on a semester basis if verification of alternative qualifying health insurance is submitted and approved by no later than the 20 <sup>th</sup> day of term (summer/\$175) .....	
	\$ 375.00
Study Abroad Program Administrative Fee, per student enrolled in a term program not taught or conducted by Kansas State University faculty .....	\$ 450.00
Group Study Abroad Administrative Fee per program, per student involved with a Non-Exchange or Work Abroad Program or internship .....	\$ 150.00
Study Abroad Administrative Fee, per student enrolled in a summer program not taught or conducted by Kansas State University faculty .....	\$ 200.00
Kansas State faculty led program administrative fee, included in program cost .....	\$ 150.00
Group Study Abroad Program Fee .....	(varies to correspond with direct costs)
English Language Program Application Fee .....	\$ 80.00
English Language Program Tuition (per credit hour) .....	\$ 250.00
English Language Program Non-Credit courses .....	(varies to correspond with direct costs)
International Admissions/materials special handling fee (Fed Ex) .....	\$ 50.00

**XIV. TESTING FEES**

An additional charge may be made for the administration of certain tests such as: College Level Examination Program (CLEP), Miller Analogies Test (MAT), Test of English as a Foreign Language (TOEFL), correspondence tests, etc. These charges are posted in the various departments.

**XV. PARKING PERMIT FEES (KSU-SALINA PERMIT)**

New permits available July 1, for Faculty/Staff and August 1, for Students each year:

A. STATUS	ANNUAL	TERM	SUMMER
Faculty & Staff (SW Permit).....	\$ 55.00	\$ 30.00	\$ 15.00
Students (SC Permit).....	\$ 55.00	\$ 30.00	\$ 15.00
Residence Hall Students (SR Permit, all vehicles).....	\$ 55.00	\$ 30.00	\$ 15.00
Motorcycle Parking Permits.....	\$ 15.00	\$ 8.00	\$ 8.00
B. REPLACEMENT PERMITS.....			\$ 7.00
C. OTHER PARKING COSTS			
		DAY	WEEK
Conference Parking.....		\$ 1.00	\$ 4.00
Temporary Permits.....		\$ 1.00	\$ 4.00
Visitor Permits.....		\$ 1.00	\$ 4.00

Parking Permit Fees are refundable on a prorated basis upon turning in the permit to Traffic and Parking with a written request for the refund and is only valid when a student withdraws from all classes or when a faculty or staff member leaves the college. Misuse fees are assessed according to the schedule in the current KSU-Salina Traffic and Parking Regulations booklet.

**XVI. ADDITIONAL USE FEES**

All departmental charges for specific goods and services (i.e., photocopy, optional instructional materials, building use fees) not explicitly identified herein will be priced at an amount that approximates actual cost. As specified in the Schedule of Charges maintained by the Controller's Office, campus administrative procedures are to be followed for approval and collection of these charges.

Kansas Open Records Act Fee .....	As filed with the Kansas Department of Administration
Photocopy service (per page).....	\$ .10
Copies of public documents.....	At cost
Laboratory courses .....	Cost of breakage
Interlibrary loan and other charges .....	As appropriate when authorized
Library misuse fees .....	As appropriate when authorized
Loans and related interest and charges .....	As appropriate when authorized
Rental and use fees for recreational equipment .....	As appropriate when authorized
Insufficient Funds Charge (returned check fee) .....	per check / ACH \$ 30.00
Check Re-issuance Charge (when requested within 15 business days of original issue) .....	\$ 15.00
ROTC Property .....	As appropriate when authorized
Student Health Services .....	As appropriate when authorized
Transcript Fee (Non-Enrolled Students) .....	per transcript \$ 8.00
Transcript Special Handling Fee .....	\$5.00/Fax & Priority Mail, \$15.00/Overnight
Diploma Replacement .....	per each replacement \$ 10.00
K-State Student Identification Card (per each) .....	\$ 18.00
K-State Student Identification Card Replacement .....	\$ 20.00
K-State Tuition Installment Payment Plan .....	\$40/Fall, \$40/Spring & \$20/Summer
Change of an Established K-State eID .....	\$ 50.00
Dormant Account Fee .....	As appropriate when authorized

**Students are required to reimburse KSU-Salina for cost of:**

- a) excess breakage and wastage of materials, and
- b) materials used in excess of those required for completion of course work.

**XVII. ELIGIBILITY FOR RESIDENT TUITION**

The following non-resident students are eligible to pay resident tuition while continuing to be classified as non-residents:

**Residents.** Guidelines for the determination of residency for tuition purposes are set forth in Appendix D, Residency Rules and Regulations, of the Policy and Procedures Manual for the Board of Regents along with referenced Kansas Statutes and Administrative Regulations.

**Employees of universities** under the Kansas Board of Regents, other than hourly student employees, working .40 FTE time or more as follows:

- For fall terms (employed September 1 through November 17)
- For spring terms (employed February 1 through April 17)
- For summer term (employed the duration or employed from February 1 through April 17)

- For the term in which a graduate degree is awarded

**Employees of the Federal government** given adjunct appointments at Kansas State University or assigned to one of the ROTC units at Kansas State University.

**Military personnel.**

- Military personnel living in Kansas and military personnel assigned to Kansas State University as full-time students.
- Persons who are domiciliary residents of the State, who were in active military service prior to becoming domiciliary residents of the State, who were present in the State during their tenure in active military service and who have been honorably discharged.
- The dependents of a person in military service who is reassigned from Kansas to another duty station so long as such spouse or dependant children continue to reside in Kansas.
- A person, who qualifies to pay the equivalent of resident tuition by virtue of being a spouse or dependent of a person in military service, shall not lose such status because of a divorce or death, so long as the student remains continuously enrolled.
- Members of the Kansas Army or Air National Guard.

**Dependents.** Spouses and dependent children of full time employees and military personnel defined above.

**Kansas High School Graduates.** Persons who are not domiciliary residents of the State, who have graduated from a high school accredited by the State Board of Education within six months of enrollment, who were domiciliary residents of the State at the time of graduation from high school or within 12 months prior to graduation from high school, and who are entitled to admission at a State educational institution pursuant to K.S.A. 72-116, and amendments thereto.

Kansas high school graduates, who attended an accredited Kansas high school for at least three years and who are either formally seeking legal immigrant status, or who are not eligible for resident tuition at any public postsecondary institution located in another state, may be eligible for resident tuition (H.B. 2145).

**Recruited/Transferred Employee.** Persons who have been recruited to Kansas for full-time employment or transferred to a Kansas location within the last 12 months and their dependents. Self employed persons and military personnel are not eligible for this resident tuition status.

**XVIII. REFUND POLICY**

The following table applies to students who completely withdraw from a term and to the reduction in tuition and fees for students who reduce their enrollment. Percentages and days are illustrated for full-term courses. Refunds for courses of less than a full term will be pro-rated based on the number of days in the course. Each course will be refunded separately from any other courses.

Time of Withdrawal	Refund Percentage
Through 21 <sup>st</sup> Calendar Day	100 %
22 <sup>nd</sup> Through 28 <sup>th</sup> Calendar Day	50%
After 28 <sup>th</sup> Calendar Day	No Refund

Refunds will not be made until sufficient time has elapsed to ensure that fee payment checks have been honored by the bank, usually 15 days after the student pays. Refunds generated entirely from dropped courses will not be issued during the first twenty days of course. Students who completely withdraw from a term lose access to all campus student services as of the date of withdrawal. Academic action taken after the last day of a term will not result in a refund.

Federal regulations may require students attending the university who receive federal forms of financial assistance under Title IV, and completely withdraw from the university, to be subject to a "return of Title IV aid" calculation which is different from the above refund percentages. Contact the office of Student Financial Assistance for details.

**Military**

Students who must report for active U.S. military duty during an academic term are entitled to receive a full refund of tuition and fees. All refunds are subject to presentation of official military documentation. Students who volunteer for military service will be subject to the University's non-military refund policy. Room and board charges will be prorated to the extent that services have been provided.

**Continuing Education**

- Some professional degree programs may have special refund policies that will be published in the program announcement.
- Non-Credit Programs: Refund policies will be stated in the published announcement. A full refund will be made if the program is cancelled.

**XIX. HOUSING AND FOOD SERVICE RATES**

<u>Fall &amp; Spring Terms:</u>		<u>14 Meals</u>	<u>19 Meals</u>	
Double Room .....	per term	\$ 2,785.00	\$2,979.00	
Single Room .....	per term	\$ 4,461.00	\$4,655.00	
<u>Summer Session (effective May 2009)</u>		<u>5 Meals</u>	<u>10 Meals</u>	<u>15 Meals</u>
Double Room (per week) .....		\$ 121.00	\$ 149.00	\$ 171.00
Single Room (per week) .....		\$ 156.00	\$ 184.00	\$ 206.00

Other Housing Fees:

Non-refundable Application Fee* .....	\$ 30.00
Cancellation Fee** .....	\$ 200.00

Meal Option Plan for Off-Campus Students

Weekly Meal Plan (5 meals per week) .....	per term \$ 414.00
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\*A sum not to exceed \$25.00 may be deducted as a recreational and social fee.

\*\*Cancellation Fee will be charged for all signed contracts that are terminated. Refund of hall payments will be based on University refund schedule for tuition and fees.

**XX. ADDITIONAL INFORMATION**

Any fee areas not addressed in the KSU-Salina Comprehensive Fee Schedule will default to the KSU-Manhattan Comprehensive Fee Schedule rates. All tuition, fees, and rates are subject to change by the Kansas Board of Regents.

State law requires collection of sales tax on sales and services to or purchases made by student organizations, other non-university organizations, or individuals whose funds are not on deposit with the State Treasury.