

IV. TUITION AND FEES; FINANCIAL AID; REFUNDS; SCHOLARSHIP POLICY

Tuition and fees are set by the Board of Regents of Northern Kentucky University. Tuition and fee amounts can be found on the NKU Chase website at <http://chaselaw.nku.edu/admissions/money/tuition.php>. Information about terms and payment of tuition and fees can be found on the Bursar's webpage at <http://bursar.nku.edu/>.

Tuition for the summer term is assessed on a per-credit-hour rate. Students who elect to audit a course pay the same tuition as those who take a course for credit.

Students seeking financial aid should complete the necessary financial aid information forms in a timely manner. For more information about financial aid, refer to the Northern Kentucky University Student Financial Assistance website at <http://financialaid.nku.edu/>.

A. Refund of Tuition

1. In the Context of Dropping a Course

A student who wishes to drop a course should consult the NKU Chase College of Law Academic Calendar at http://chaselaw.nku.edu/registrar/academic_calendar.php for precise tuition refund deadline dates. In general, a student who officially drops a course through the first week of classes each semester is eligible for a 100% refund of the tuition assessed. A student who officially drops a course through the third week of classes is eligible for a 50% refund of the tuition assessed.

A student who wishes to drop a course after the prescribed deadline dates must obtain the permission of the Associate Dean for Student Services. A student is not generally entitled to any tuition refund if the Associate Dean for Student Services approves the dropping of a course after the prescribed deadlines. A student who believes that the reason for dropping the course justifies a refund of tuition must petition the Chase College of Law Registrar in writing stating the reasons for the refund request. (Shorter periods for dropping apply for summer sessions.)

It should be noted that sequenced required courses may not be dropped, at any time, without the permission of the Associate Dean for Student Services. (See Dropping and Adding Courses in this Handbook.)

2. In the Context of Academic Standing Actions

In the event that a student remains in classes pending disposition of his or her academic standing petition and the student's academic standing petition is denied, a full refund of the tuition for the course(s) in progress will be issued as a matter of course.

3. In the Context of Withdrawal from the College of Law

When a student officially withdraws from the College of Law, application for a refund of tuition must be made in writing to the Chase College of Law Registrar at the time of withdrawal.

A student who officially withdraws from the College of Law through the first week of classes each semester is eligible for a 100% refund of the tuition and fees assessed.

A student who officially withdraws from the College of Law through the third week of classes is eligible for a 50% refund of the tuition and fees assessed.

A student who officially withdraws from the College of Law after the third week of classes and who feels the reason for withdrawal justifies a refund of tuition and fees must petition the Chase College of Law Registrar in writing stating the reasons for the request.

B. Course Cancellation For Non-Payment Of Tuition

The NKU Bursar's Office has implemented a new cancellation for non-payment policy. Please refer to the policy found on the Bursar's web page at <http://busar.nku.edu/CancellationPolicy.php>.

C. Scholarship Policy

1. Incoming Student Scholarships

An "Incoming Student Scholarship" is a scholarship awarded through the College of Law's Office of Admissions at the time of the admission of the student. The details of the award amount will be stated in the scholarship award letter.

2. Summer Sessions

Scholarship awards may not be applied to summer coursework unless the scholarship award letter specifically provides otherwise.

3. Change in Residency Status

In the event a change in a student's residency status results in a reduction of the tuition charges, the student's scholarship award will be reduced accordingly.

4. Division Transfer Requests and Leaves of Absence

A student who petitions for a division transfer or a leave of absence must meet with the Associate Dean for Student Services to discuss the petition and the effect of the granting of the student's petition on his or her scholarship. In the event that the student's petition is granted, the student's scholarship will be reviewed and the amount of the scholarship may be reduced.

5. Increase or Decrease in Credit Hours

Full-time students must attempt a total of 30 hours in the first year and maintain full-time status thereafter, taking between 12-16 credit hours per semester.

Part-time students must attempt at total of 18 hours in the first year and maintain a regular part-time load thereafter, taking between 8-11 credit hours per semester.

Any student petitioning to increase or decrease the credit hour requirements must receive approval from the Associate Dean for Student Services. If the student's petition is granted, the student's scholarship will be reviewed and the amount of the scholarship may be reduced.

Any student taking more than 16 credit hours in a semester will be required to pay the additional per credit hour fee. Scholarship funds may not be used to pay for overload credits.

6. Full-tuition Awards

A full-tuition scholarship is the amount required to cover tuition for the 90 credit hours of study. It is assumed that the full-time student will take approximately 15 credit hours per semester for 6 semesters and will not take classes in the summer. It is assumed that the part-time, evening student will take approximately 9-11 credit hours per semester, including 2 summer semesters. Therefore, the following guidelines apply to students receiving full-tuition awards:

- a. Any student taking more than 16 credit hours per semester will be required to pay the additional per credit hour fee for each credit hour above 16.
- b. Credits taken during the summer session will not be covered by the award unless provided for in the award letter.

7. Early Graduation

Students who graduate early will forfeit any unused amount of the scholarship.

8. Classes taken at another educational institution

Scholarship award amounts may not be used to cover any expenses for classes taken at other educational institutions (including law classes taken as a visiting student) or for classes taken as part of a study abroad program.

9. Revocation of Scholarship

The following situations will prompt a review of the scholarship award to determine whether a student's scholarship should be suspended for a period of time or revoked completely:

- a. Violations of the NKU Chase Honor Code or the NKU Student Code of Rights and Responsibilities.
- b. Violations of admission or academic policies.
- c. Failure to attend required 1L professionalism programs or complete other 1L program requirements.
- d. Failure to disclose all required character and fitness information on the law school application and/or failure to timely amend the law school application to disclose matters occurring during the law school tenure.
- e. Actions involving moral turpitude that result in the amendment of the character and fitness information contained in the student file.

10. Academic Standards Required to Maintain Merit Scholarship Award

A student receiving merit-based scholarships must have a cumulative GPA of at least 2.333 at the end of the spring semester of the student's first year of study to retain the scholarship award. Thereafter, the student must maintain at least a cumulative GPA of 2.333 as determined after each fall and spring semester to retain his or her merit scholarship. Failure to maintain the required GPA will result in permanent revocation of the merit scholarship.

11. Academic Dismissal

An academic dismissal will automatically revoke any scholarship award. The scholarship shall not be reinstated even if the student is subsequently reenrolled.

12. Modification of the Scholarship Policy

NKU Chase College of Law reserves the right to modify this Scholarship Policy at any time without notice.