

## Tuition and Fees Policy and Procedure

### MHPC OCCUPATIONAL THERAPY ASSISTANT PROGRAM

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Subject: Students

Number: 510

Title: Tuition and Fees

Date: 3/31/10

Reviewed/Revised: 6/20/16

**Purpose:** To ensure that current and prospective students have access to accurately stated and published tuition and fees associated with the MHPC OTA Program.

**Policy:** Tuition and Fees policies for the MHPC OTA Consortium Program are consistent with policies and procedures established by the participating Consortium colleges. It is the duty of the Program Director and Governing Board of Directors to ensure ongoing continuity and consistency between campuses within a reasonable degree of variation.

**Procedure:**

The following guidelines are intended to assist students in addressing general tuition and fees related to payment and financial aid.

General:

1. Estimated student program costs for the professional year will be available through the MHPC OTA Program home office, and will be posted in the OTA Application Packet as well as on the Program's website.
2. Current annual student costs related to the professional year of the program will be made available through the admissions departments and/or financial aid department at the home campus consistent with institutional policies.
3. Students will be billed for all tuition and fees through the home campus as established by community college specific policies and procedures. Including published timelines for student withdrawal and for refunds of tuition and fees.
4. Students matriculated into the Consortium program will enroll at the student's "home campus" community college, and will pay the required tuition and fees to the home campus.
5. All pre-requisite general education and science coursework taken prior to a student's formal admission to the Consortium program shall be paid in the same manner as other native students attending the home community college campus.