

## Student Financial Policies

The university offers the following resources for payment of accounts.

- [LCU.Afford.com](http://LCU.Afford.com) is a website hosted by Tuition Management Systems (TMS) enabling students to:
  - View account summary-24/7 real time updates for student accounts and financial assistance
  - Make a payment or evaluate available payment options-make a one-time payment using E-Check or Credit/Debit Cards, or enroll in a payment plan. Credit or Debit card payments include a service fee.
  - Share account access-students may share access using "Manage Account Access" feature.
  - For assistance setting up a new account, call TMS Customer Service at (800) 339-5579.
- Checks, money orders, cashier checks and cash are accepted in the Student Business Office and by mail at: Student Business Office, 5601 19th St, Lubbock, TX 79407. Credit cards are only accepted at [LCU.Afford.com](http://LCU.Afford.com).
- International payments are accepted from [www.pay.flywire.com](http://www.pay.flywire.com).
- Students should apply for financial assistance in time for awarding by the first day of the term. Students can expedite receipt of refunds by completing a direct deposit form, which is accessible in [ChapLink](#) under "Financial Information."

Other services provided by the Student Business Office include the following.

- Check cashing-students may cash personal checks with their student identification card. A fee will be assessed.
- Printing account-students may add money to their campus printing account.
- Meal plans-students may purchase meal plans described in [ChapLink](#) under "Residential Life."

Note: Students must authorize Student Business Office personnel to discuss student accounts with other individuals, including parents.

### Payment of Account

Undergraduate student account balances are payable in full on or before September 30 for the fall and February 15 for the spring. Graduate student account balances for Fall A and B sessions must be paid on or before September 30 and C sessions by November 15, and balances for Spring A and B sessions must be paid on or before February 15 and C sessions by April 15. Payment arrangements for summer courses must be made by the first day of class. Accounts not complying with the above policy may be subject to a late payment charge of \$200 and the account will be placed on hold. Late fees will not be assessed to students current in their monthly payments to TMS. The university does not release student academic records if educational costs are not paid. Students will not be allowed to register for classes if there is a hold on the account.

Tuition and room and board refunds are computed on a declining scale based on when students withdraw from the university or drop a course. Fees are not refundable. Request for withdrawals or drops must be made by completing a withdrawal or drop form which is available from the registrar. Refunds of tuition and room and board will be made according to the following refund schedule. Students must pay drop/add fees when schedule changes occur.

#### Sixteen Week Terms

- 1st through 5th day of term-100%
- 6th through 10th day of term-80%
- 11th through 15th day of term-60%
- 16th through final day of term-0%

#### Eight Week Sessions

- 1st through 3rd day of session-100%
- 4th through 5th day of session-80%
- 6th through 8th day of session-60%
- 9th through final day of session-0%

#### Less than Eight Week Sessions

- 1st day of session-100%
- 2nd day of session-80%
- 3rd day of session-60%
- 4th through final day of session-0%

**Tuition Refund Insurance**

Tuition refund insurance is available through GradGuard to protect educational investments. The insurance refunds tuition, fees, and room and board charges up to the annual policy limit of \$10,000, if the policy holder is unable to complete the semester due to a covered medical reason. Premium payments are due to GradGuard for students who select this insurance, prior to the first day of classes. For more information, visit [GradGuard](#).

**Cancellations**

Cancellations occur when registration is cancelled prior to the first day of the term. Requests for cancellations must be communicated to the registrar. Requests for cancellations received after classes begin will only be granted when the requestor never attended class or used university resources. Pre-booked travel/trip expenses are not refundable for cancellations.

**Tuition and Fees for Campus Programs**

<b>Undergraduate Fall and Spring</b>	<b>Tuition</b>	<b>Health Service Fee</b>
1-5 hours	\$605 per hour	\$35 per semester
6-8 hours	\$605 per hour	\$60 per semester
9-11 hours	\$725 per hour	\$60 per semester
12-18 hours	\$11,120 per semester	\$100 per semester
19+ hours	\$725 per hour	

<b>Other Offerings</b>	<b>Tuition</b>
Undergraduate Nursing	\$450 per hour
Graduate Theology/Biblical Studies	\$325 per hour
Graduate Counseling/School Counseling	\$450 per hour
Graduate Education	\$450 per hour
Graduate Human Services	\$450 per hour
Graduate Nursing (Ed/Lead Track)	\$450 per hour
Graduate Nursing (FNP Track)	\$525 per hour
Post-Graduate Nursing Courses	\$750 per hour
Audit	\$130 per hour
Lubbock Christian School	\$90 per hour
Undergraduate Summer	\$520 per hour

<b>Additional Fee Categories</b>	<b>Fees</b>
Drop Fee	\$25
Add Fee	\$25
Online/Hybrid Course Fee	\$100 per course
Ring Installment	\$90 per term for first four terms

**Tuition and Fees for Online Programs**

<b>Program</b>	<b>Tuition</b>
Clinical Mental Health Counseling	\$574 per hour
Human Services	\$496 per hour