

ADMINISTRATIVE FEES

Effective Date: 8/15/2017

The fees and charges listed below are costs that students may incur beyond the basic tuition fees for specific programs.

FEES THAT ARE REFUNDABLE UPON CANCELATION WITHIN SEVEN (7) DAYS OF SIGNING THE ENROLLMENT AGREEMENT

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>FEE</u>
Application Fee-Doctorate Program	Refundable if the applicant cancels within 7 days of submitting an application	\$60.00
Application Fee-ESL Program	Refundable if the applicant cancels within 7 days of submitting an application	\$65.00
Application Fee-Masters Programs	Refundable if the applicant cancels within 7 days of submitting an application	\$40.00
Application Fee-Undergraduate/Program Withdrawal Fee	Refundable if the applicant cancels within 7 days of submitting an application Fee charged upon dismissal or withdrawal from the program before the completion of the program.	\$25.00 \$200.00
Undergraduate Resource Information Technology Fee (annual)	Funds a variety of services such as CMU's 24/7 online library, facility based laptops, Student ID cards, computerized student discounts, upgrades to the online learning system, student portal system and related software.	\$250.00
Masters Resource Information Technology Fee (annual)	Fees for master research resources Information technology along with other services such as CMU's 24/7 online library, facility based laptops, Student ID cards, computerized student discounts, upgrades to the online learning system, student portal system and related software.	\$280.00
Doctorate Resource Information Technology Fee (annual)	Fees for doctoral research resources Information technology along with other services such as CMU's 24/7 online library, facility based laptops, Student ID cards, computerized student discounts, upgrades to the online learning system, student portal system and related software.	\$500.00

FEES NOT SUBJECT TO A REUND – THE FEES BELOW MAY OR MAY NOT APPLY.

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>FEE</u>
Transcript Evaluation Fee	Fee for evaluation of non-US transcripts requiring independent evaluation	\$95.00
Bank Wire Fee	Bank wire transfer fee Incoming or outgoing	\$40.00
Changes to the Degree Program	If student changes degree program or area of emphasis, concentration or specialization, an administrative fee is incurred.	\$75.00
Replacement Student ID Card	Fee to issue an additional Student ID Card with student Picture	\$30.00
Declined Credit Card Fee	Declined Credit Card Fee	\$35.00
Diploma – Additional	Re-order of Diploma (Additional Postage and Rush Fees may apply)	\$55.00
Re-admission Fee	Fee charged when students leaves the university and re-applies.	\$200.00
Course Change Fee	Fee for changing a course later than 1 week prior to session start.	\$75.00
Graduation Processing Fee	Fee to process and verify records that student has met all requirements of graduation	\$45.00
International Postage	Shipping via DHL/FedEx/USPS	\$95.00
RUSH Processing Fee	Expedited processing of documents and materials	\$95.00
Domestic Overnight Postage	Shipping via USPS of Domestic Overnight letters. Large Packages costs are greater.	\$25.00
International Student Processing Document Adjustment Fee	Fee to process International student paperwork including Student Visa I-20. Fee to make any changes to the I-20 Documents after the initial documents have been issued.	\$100.00 \$ 85.00
F1 Transfer Fee Prior to Enrollment	Fee to process a transfer of CMU's F1 Student Visa prior to enrollment.	\$350.00
F1 Reinstatement Fee	Fee to process a reinstatement to an international student who lost VISA status	\$100.00

F2 I-20 Processing Fee	Fee charged for the addition of a F2 Visa application once F1 application has been mailed	\$200.00
Notarized Letter	Notarized letter for degree verification	\$20.00
Airport Pick Up Fee	International student pick up fee from San Diego Airport	\$60.00
Official Transcript	For each Official Transcript sent	\$20.00
Unofficial Transcript	For each Unofficial Transcript sent	\$10.00
Returned Check/Declined Credit Card	Fee charged for Returned Check or a Declined Credit Card	\$35.00
Student Tuition Recovery Fund	California residents only (\$0.00 per \$1,000 of total institutional charges). <u>Non-refundable.</u>	\$ 0.00
Athletic Development Fee	This fee covers all aspects and costs of expenses for the development, expansion and maintenance of the University's athletic programs and related facilities for all Varsity, Junior Varsity and Club sports programs. This fee is assessed each eight-week session	\$300.00
Textbook Administration Fee	Students who request the University to order and ship textbooks on their behalf will incur a textbook administrative fee. (Special circumstances only)	\$30.00
F1 Early Termination Fee	Fee to F1 Students who terminate enrollment prior to four sessions (one academic year)	\$975.00
Late Course Registration Fee	Fee for failing to register for the next session courses 2 weeks prior to session start. First session students are exempt from this fee.	\$75.00
DBA Comprehensive Field Exam	Fee to take the Comprehensive Field Examination.	\$300.00
Dissertation Binding Fee	Fee to bind the dissertation. Depends on length of Dissertation	\$Varies