

Tuition and Fees

Students attending Coastal Pines Technical College (CPTC) shall normally be charged tuition and related fees, unless otherwise exempted.

Tuition for courses in curriculum leading to a certificate, diploma, or associate degree shall be charged on a uniform basis.

Tuition Fees

Georgia Student Tuition

Students who are classified as Georgia Students under TCSG's residence policies and procedures will be charged the rate of tuition set for in-state students by TCSG.

Out-of-State Tuition

Students who are classified as Out of State students under TCSG's residence policies and procedures will be charged a rate of tuition twice that charged for students who are classified as Georgia Students.

Non-Citizen Tuition

Non-Citizen Students shall not be classified as Georgia Students for tuition purposes unless lawfully present in this state and there is evidence to warrant consideration of that classification. They are to be charged a rate of tuition four times that charged for students who are classified as Georgia Students.

Lawful permanent residents, refugees, asylees, or other Eligible Non-Citizens as defined by federal regulations may be extended the same consideration as citizens of the United States in determining whether they qualify as Georgia Students. Students who reside in the United States under nonimmigrant status conditioned at least in part upon intent not to abandon a foreign domicile are NOT eligible to qualify as Georgia Students for tuition purposes.

All fees, other than tuition, shall be at the same rate for all students.

Tuition Exemption

Senior Citizen Exemption

Upon request, Georgia residents over sixty-two (62) years of age may attend technical colleges, for credit courses only, without charge or payment of the standard tuition rate on a space available basis.

Verification of Lawful Presence

Effective January 1, 2012, all students applying for in-state tuition must provide validation of lawful presence in the United States. The following documents will serve as proof of lawful presence in the United States and documentation will be required before a student is eligible for consideration of in-state tuition:

- A current Driver's License issued by the State of Georgia after January 1, 2008
- A current ID issued by the State of Georgia after January 1, 2008
- A current Driver's License or ID issued by a state that verifies immigration status and only issued to persons lawfully present in the United States

The Technical College System of Georgia (TCSG) will accept the following:

- Alabama: Issued after August 1, 2000
- Florida: Issued after January 1, 2010 AND have a gold star in the upper right hand corner
- South Carolina: Issued after November 1, 2008
- Tennessee: Issued after May 29, 2004
- A certified U.S. Birth Certificate showing the student was born in the U.S. or a U.S. territory (A photocopy is not acceptable.)
- An approved completed FAFSA for the current financial aid year
- A current, valid Permanent Resident Card (USCIS form 1-151 or 1-551)
- A current, valid military identification card for active duty soldiers or veterans
- A U.S. Certificate of Birth Abroad issued by the Department of State (DS-1350) or a Consular Report of Birth Abroad (FS-240)
- A current U.S. Passport
- A U.S. Certificate of Citizenship (USCIS form N-560 or N-561)
- A U.S. Certificate of Naturalization (USCIS form N-550 or N-570)

Any student who cannot be verified as lawfully present in the United States is not eligible to be considered for in-state tuition, regardless of how long he or she has lived in Georgia. In addition to being lawfully present in the United States, students must meet the in-state tuition requirements as outlined in TCSG Board Policy and Procedure 6.2.2 to warrant an in-state classification. Students that are initially classified as out-of-state and successfully petition to have their residency changed to in-state also have to meet the verification requirement.

Registration Related Fees and Expenses

Special Instructional Fee

The Special Instructional Fee is assessed credit students each term to assist with instructional costs.

Instructional Technology Fee

The Instructional Technology fee is assessed each term to all credit students to assist in providing instructional resources and technology.

Registration Fee

The registration fee is assessed to credit students each term at the time of registration.

Parking and Facilities Fee

All motor vehicles parked on Coastal Pines Technical College property by students, faculty and staff must be registered and must have a parking decal. Students are required to pay the non-refundable Parking and Facilities Fee each semester.

Student Activity Fee

A student activity fee is charged each term to each student taking credit courses at CPTC. Activity fees are used to promote the interests of college organizations and activities. Students taking courses entirely online are not required to pay this fee.

Campus Security Fee

A campus security fee is assessed each term to credit students to assist with campus security costs.

Student Liability Insurance Fee

Some allied health and service program students are required to obtain malpractice insurance for coverage in the internship and clinical education.

Program Fees

Students in certain programs or courses that have higher operational costs are subject to additional fees.

The Program Fee is assessed to students in the following majors:

Allied Health Programs:

- Paramedicine, EMT, EMS Professions, AEMT, EMS Pre-Hospital
- Medical Assisting
- Neuromuscular Massage Therapy
- Nursing
- Practical Nursing
- Radiology Technology
- Respiratory Therapy
- Surgical Technology
- Health Care Assistant
- Health Care Science Phlebotomy

Professional Services:

- Engineering Technology
- Paralegal

Technical and Industrial Programs:

- Machine Tool
- CNC Specialist,
- Welding and Joining
- Basic Shielded Metal Arc Welder
- Gas Metal Arc Welder
- Gas Tungsten Arc Welder
- Advanced Shielded Metal Arc Welder,
- Naval Maintenance

Late Registration Fee

Late registration will be allowed for students accepted prior to the beginning of the term who do not register and pay fees prior to the close of Open Registration on a space-available basis. An additional fee may be charged for late registration. Late registration begins at the close of Open Registration and continues through the first three business days of the term.

Textbooks, Supplies and Uniforms

Students may be required to have books, tools, uniforms, safety gear and other equipment appropriate to the program of study. All required books and many of the students' other needs may be purchased at the CPTC College stores.

Tuition and Program Fees

TUITION AND FEES

INSTRUCTIONAL TECHNOLOGY FEE	\$105.00
SPECIAL INSTRUCTIONAL FEE	\$55.00
REGISTRATION FEE	\$60.00
STUDENT ACTIVITY FEE	\$35.00
ACCIDENT INSURANCE FEE	\$6.00
CAMPUS SECURITY FEE	\$25.00
PARKING & FACILITIES FEE	\$25.00
TOTAL FEES	\$311.00
*PROGRAM FEE	\$45.00

Some programs may have additional program specific fees, please see programs fee schedule for all program fees.

*The following programs are assessed an additional Program Fee:

ALLIED HEALTH PROGRAMS

ADVANCED EMERGENCY MEDICAL TECHNICIAN, EMS PRE-HOSPITAL OPERATIONS, EMS PROFESSIONS, EMERGENCY MEDICAL TECHNICIAN, HEALTH CARE ASSISTANT, HEALTH CARE SCIENCE, MEDICAL ASSISTING, NEUROMUSCULAR MASSAGE THERAPY, PARAMEDICINE, PHLEBOTOMY, PRACTICAL NURSING, RADIOLOGIC TECHNOLOGY, RESPIRATORY CARE, SURGICAL TECHNOLOGY

BUSINESS AND COMPUTER

ENGINEERING TECHNOLOGY, PARALEGAL

TECHNICAL AND INDUSTRIAL

MACHINE TOOL TECHNOLOGY, METALS TECHNICIAN, CNC SPECIALIST, NAVAL MAINTENANCE APPRENTICE, WELDING AND JOINING TECHNOLOGY INCLUDING: BASIC SHIELDED METAL ARC WELDER, ADV. SHIELDED METAL ARC WELDER, GAS METAL ARC WELDER, GAS TUNGSTEN ARC WELDER

CREDIT HOURS	TUITION	IN-STATE	OUT-OF-STATE	FOREIGN
		TUITION AND FEES	TUITION AND FEES	TUITION AND FEES
1	\$100.00	\$411.00	\$511.00	\$711.00
2	\$200.00	\$511.00	\$711.00	\$1111.00
3	\$300.00	\$611.00	\$911.00	\$1511.00
4	\$400.00	\$711.00	\$1111.00	\$1911.00
5	\$500.00	\$811.00	\$1311.00	\$2311.00
6	\$600.00	\$911.00	\$1511.00	\$2711.00
7	\$700.00	\$1011.00	\$1711.00	\$3111.00
8	\$800.00	\$1111.00	\$1911.00	\$3511.00
9	\$900.00	\$1211.00	\$2111.00	\$3911.00
10	\$1,000.00	\$1311.00	\$2311.00	\$4311.00
11	\$1,100.00	\$1411.00	\$2511.00	\$4711.00
12	\$1,200.00	\$1511.00	\$2711.00	\$5111.00
13	\$1,300.00	\$1611.00	\$2911.00	\$5511.00
14	\$1,400.00	\$1711.00	\$3111.00	\$5911.00
15	\$1,500.00	\$1811.00	\$3311.00	\$6311.00

Program Specific Fees

ALLIED HEALTH PROGRAMS

Associate of Science, Nursing

Program Fee \$510.00 per semester, combination of the ASN Technology fee and lab fee
Malpractice Insurance \$3.18 per semester, while in clinical classes as identified by program advisor
HESI fee \$51.00 per RNSG class

Practical Nursing, Health Care Science, Health Care Assistant

Program Fee \$45.00 per semester, while enrolled in occupational courses
Malpractice Liability Insurance \$3.18 per semester, while in clinical classes as identified by program advisor
CPR Card \$8.00 Students enrolled in NAST 1100, ALHS 1040, PNSG 2030
ATI dues (*Practical Nursing*) \$266.33-\$296.33 1st semester: \$296.33 2nd and 3rd semester: \$266.33

Nurse Aide

Malpractice Liability Insurance \$3.18 per semester, while in clinical classes as identified by program advisor
CPR Card \$8.00 Students enrolled in NAST 1100, ALHS 1040

Paramedicine, EMS Professions, Pre-Hospital Operations, Emergency Medical Technician, Adv. Emergency Medical Technician

Program Fee \$45.00 per semester, while enrolled in occupational courses
Malpractice Liability Insurance \$13.25 per semester, while in clinical classes as identified by program advisor

Medical Assisting

Program Fee \$45.00 per semester, while enrolled in occupational courses
Edmentum Subscription Fee \$50.00 Students enrolled in MAST 1180

Surgical Technology

Program Fee \$45.00 per semester, while enrolled in occupational courses
AST dues \$45.00 Students enrolled in SURG 2240
Certification Exam Fee \$190.00 Students enrolled in SURG 2240
Edmentum Subscription Fee \$36.66 Students enrolled in SURG 1010
Dosimeter \$30.00 Students enrolled in SURG 1120

Radiologic Technology

Program Fee \$45.00 per semester, while enrolled in occupational courses
AART Application Fee \$200.00 Students enrolled in RADT 2260
Dosimeter \$30.00 Students enrolled in RADT 1320, RADT 1330, RADT 2340, RADT 2350, RADT 2360
CPR Card \$8.00 Students enrolled in RADT 1010

Respiratory Care

Program Fee	\$45.00	per semester, while enrolled in occupational courses
Data Arc Fee	\$75.00	Students enrolled in RESP 2090
Edmentum Subscription Fee	\$55.55	Students enrolled in RESP 1120
SAE Respiratory Test Fee	\$120.00	Students enrolled in RESP 2170
State Board Licensure Fee	\$150.00	Students enrolled in RESP 2170
CPR Card	\$8.00	Students enrolled in RESP 1130
Kettering Seminar	\$200.00	
Classmate	\$85.00	

Phlebotomy

Program Fee	\$45.00	per semester, while enrolled in occupational courses
<i>Neuromuscular Massage Therapy</i>		
Program Fee	\$45.00	per semester, while enrolled in occupational courses

TECHNICAL AND INDUSTRIAL PROGRAMS

Welding and Joining Technology, Basic Shielded Metal Arc Welder, Gas Metal Arc Welder, Gas Tungsten Arc Welder, Advanced Shielded Metal Arc Welder

Program Fee \$45.00 per semester, while enrolled in occupational courses

Machine Tool Technology, CNC Specialist, Metals Technician

Program Fee \$45.00 per semester, while enrolled in occupational courses

Naval Maintenance Apprentice

Program Fee \$45.00 per semester, while enrolled in occupational courses

Air Conditioning Technology

HVAC Excellence Exam Fee \$20.00 Students enrolled in AIRC 1030, AIRC 1080

Timber Harvesting Operations

Malpractice Liability Insurance \$3.18 Students enrolled in THOP 1105, THOP 1106

Commercial Truck Driving

CDL Fuel Fee	\$185.00	per semester
Random Drug Testing Fee	\$115.00	per semester

CREDIT HOURS	TUITION	TUITION AND FEES	OUT-OF-STATE TUITION AND FEES
9	\$132.00	\$1799.00	\$2987.00

Electrical Lineworker Apprentice

Random Drug Testing Fee \$115.00 per semester

Engineering Technology

Program Fee \$45.00 per semester, while enrolled in occupational courses

BUSINESS AND COMPUTER

Paralegal

Program Fee \$45.00 per semester, while enrolled in occupational courses

PROFESSIONAL SERVICES

Cosmetology

Program Fee \$45.00 per semester, while enrolled in occupational courses

Early Childhood Care and Education

Malpractice Liability Insurance Fee \$9.52 Students enrolled in ECCE 2245, 2246

Fees are subject to change without notice.

Commercial Truck Driving Fees

INSTRUCTIONAL TECHNOLOGY FEE	\$105.00
SPECIAL INSTRUCTIONAL FEE	\$55.00
REGISTRATION FEE	\$60.00
STUDENT ACTIVITY FEE	\$35.00
ACCIDENT INSURANCE FEE	\$6.00
CAMPUS SECURITY FEE	\$25.00
PARKING AND FACILITIES FEE	\$25.00
FUEL FEE	\$185.00
RANDOM DRUG TESTING FEE	\$115.00
TOTAL FEES	\$611.00

CREDIT HOURS	TUITION	TUITION AND FEES	OUT-OF-STATE TUITION AND FEES
9	\$132.00	\$1799.00	\$2987.00

Other Fees and Expenses

Application Fee	\$25.00	one time, non-refundable
Exemption Exam Fee	25% of tuition	Cannot be paid by financial aid
ID Replacement Fee	\$5.00	each
Parking Decal Replacement Fee	\$2.00	each
Placement Exam Retest Fee	\$15.00	each
Graduation Participation Fee	\$40.00	per ceremony (non-refundable)
Award Replacement/Reprint Fee	\$25.00	each
Transcript Fee	\$7.50	each
Express Transcript Fee	\$15.00	each
Return Check Fee	\$30.00	per occurrence
Nelnet Default Administrative Fee	\$40.00	per occurrence

Fee Payment

Payments may be made to the cashiers during regular business hours or online via BannerWeb.

Personal checks shall be accepted with proper identification by the College for fees, tuition, services, and bookstore items. When a bank refuses to honor a personal check, the college shall charge a service fee to the person who presented the check. This service fee may not exceed \$30 or 5% of the face value of the check, whichever is greater, plus the amount of any fee charged to the College by the financial institution.

Students shall be notified by mail of a dishonored check and the Business Office shall place an "administrative hold" on the students' accounts and records. Until the "administrative hold" is cleared, the student shall not be issued grade reports, transcripts, or any other student records, or allowed to register, graduate or receive college services. If the dishonored check was for tuition, the college may also administratively drop or withdraw the student from class(es).

Due diligence in collection activities will be practiced by the College, up to and including referral to court and/or collection agencies, as deemed appropriate.

Refund Guidelines

The following guidelines apply to refunds of tuition and fees:

Credit Courses

- All tuition and fees, excluding the application fee, shall be refunded if a student does not commence class attendance.
- Students who attend class but formally withdraw from a course by the end of the third instructional/business day of the term will receive no grade for the course and will receive 100% refund of applicable tuition and fees. Financial Aid Awards will be adjusted accordingly.* Exceptions may be allowed for customized courses that do not follow the CPTC standard academic calendar.
- Students who have commenced class attendance and withdraw from a course after the end of the third instructional/business day of the term shall receive a grade of 'W', 'WP' or 'WF' and shall receive no refund of tuition and fees.

Return to Title IV Funds Policy

Students who are receiving federal financial aid, Federal Pell Grant or Federal Supplemental Education Opportunity Grant (FSEOG), and withdraw from all classes prior to completing more than 60 percent of the semester will have their eligibility for financial aid recalculated and may be required to repay all or a portion of any federal financial aid funds received for that semester. This policy applies to all students who withdraw, drop out, or are suspended or expelled from CPTC and who have received Title IV funds. Students are responsible for paying this debt. Students' records will be placed on hold and he/she will not be allowed to register for classes until this amount owed is paid in full.

Non-Credit Courses

- Persons enrolled in non-credit courses that are canceled due to insufficient enrollment at the discretion of the College will receive a 100% refund of all fees.
- Persons providing written notification to the Economic Development Department at least 48 hours prior to the beginning of a course will receive a 100% refund of all fees.
- No refunds will be made after the course begins without written approval of the Vice President for Economic Development.

Bookstore

- No refund shall be made for expendable supplies and equipment (i.e., cosmetology kits, diskettes, tools, book bags and totes, clothing, etc.) Exchanges may be allowed for a limited time.
- Refunds shall be made for books that are returned in new, resalable condition and accompanied by the original receipt in accordance with the book refund procedure. The book refund procedure shall be prominently posted in the College Store.

National Emergencies

- All tuition and fees will be refunded to any student who is required to withdraw from courses as a result of being called into active duty.
- All tuition and fees will be refunded to any student required to relocate in response to a national emergency.

Special Conditions

- No refund of tuition and fees shall be made to any student who has commenced attendance and does not formally withdraw, is suspended for disciplinary reasons, or leaves the college as a result of disciplinary action.
- No refund of tuition and fees shall be made for reducing course load after the first three instructional/business days of the term unless the institution is at fault.

Disbursement

- Refunds shall be made without requiring a request from the student.
- Refunds shall be made within 30 days of the last day of attendance if written notification of withdrawal has been provided to the College by the student or within 30 days of the date the institution was made aware of an unofficial withdrawal.

Financial Obligations - Holds

Students who are delinquent in the payment of any financial obligation(s) will be placed on "Hold" and will not be allowed to register until all delinquent fees are paid. In addition, students will not be allowed to access grade reports, transcripts, or other student records until all delinquent fees are paid. Students may incur additional fees if debt is turned over to a collection agency.