



University Financial Policies

Bryant University has established the following financial policies.

Due Dates

Bills are due on the following dates.

Undergraduate

Term	Due Date
Fall	August 9 th
Winter	First Day of Class
Spring	January 9 th
Summer	May 9 th

Graduate

Term	Due Date
Fall	August 9 th
Winter	First Day of Class
Spring	January 9 th
Summer	May 9 th



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Professional MBA (MBA Online)

Physician Assistant

Term	Due Date
All Terms	First Day of Class

Term	Due Date
Fall	September 1 st
Winter	December 1 st
Spring	March 1 st
Summer	June 1 st

Late Fee Policy – All Programs of Study

The Bursar's Office will assess a \$150 late fee to any account that has an outstanding balance of \$1,500 or more after the due date of the invoice.



Graduate School Financial Policy

Graduate students are notified via their Bryant University email that an E-Bill is ready to be viewed once registration has begun for a semester. E-Bill notifications are sent every week throughout the registration period in order to capture any new registrations.

Graduate students are required to pay their tuition in full by August 9th for the Fall semester and January 9th for the Spring semester unless they provide the University with a third-party authorization indicating that a payment will be made directly to the University. The third-party authorization must be submitted to the Bursar's Office each semester no later than the semester due date; otherwise, a late fee (as outlined above) will be assessed to the account. A registration and transcript hold will also be placed on the account. The student will not be allowed to register for the following semester until their balance is resolved.

All entering MBA students will be required to take a 1-credit class that is required for the program. The cost for this class is \$1,140.00. For additional information, students should contact the Graduate School Office at (401) 232-6230.

Full-time Study for Traditional Students

Undergraduate students admitted to a full-time study program will enroll from 12 to 20 credits per regular term with 15 credits being the norm and are required to pay the full-time tuition fee for that term. Students carrying more than 20 credits pay the full-time tuition fee plus a surcharge fee

equal to one-twelfth of the full-time regular term tuition fee per credit for each credit over 20.

Part-time Study for Nontraditional Students

To study part-time, students must apply to the Admission Office as nontraditional students. Nontraditional students are described as those students whose primary focus is on work and/or family and who pursue their education on a part-time basis. Nontraditional students enroll in fewer than 12 credit hours of study during each regular term and will be charged per three credit course. To register for more than three courses, nontraditional students must obtain authorization from the Registrar and pay the traditional (full-time) regular term tuition fee. Nontraditional students have up to 12 years to complete their bachelor's degree requirements and must complete their final 30 credits at Bryant. Nontraditional students may choose day and evening courses.



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The Bursar's Office is responsible for the billing and collection of your student tuition account. All tuition and fee billing will be done through electronic bills through the Student Account Center. A notification will be sent to your Bryant e-mail that your E-bill is ready for viewing approximately 30 days prior to the due date.

Undergraduate Non-Traditional (Part-Time) students are required to pay their tuition in full by the set due dates (outlined above) unless the student provides the University with a third-party authorization indicating that a payment will be made **directly** to the University. The third-party authorization must be submitted to the Bursar's Office each semester no later than the semester's due date; otherwise, a late fee (as outlined above) will be assessed to the account.

While an account remains outstanding, a registration and transcript hold will also be placed on the account. The student will be prohibited from registration and will be unable to request an official or unofficial transcript until their student account balance has been resolved.

Physician Assistant Program (PA) Financial Policy

The Physician Assistant's program is a 27-month, 126 semester hour course of study leading to a Master of Science in Physician Assistant Studies Degree. The program consists of 9 twelve-week terms. The program must be completed within 5 years of initial entry/matriculation.

The Bursar's Office is responsible for the billing and collection of your student tuition account. All tuition and fee billing will be done through electronic bills through the Student Account Center. A notification will be sent to your Bryant e-mail that your E-bill is ready for viewing approximately 30 days prior to the due date. Term start dates are January, March, June, and September.

Bryant University's Bursar's Office will manage all refunds of tuition. Fees are non-refundable.

A student withdrawing from Bryant University must contact the Office of the Registrar and the Physician Assistant's Program Director in writing and complete a voluntary withdrawal form for their withdrawal to be official. A withdrawing student will receive the following percentage of a refund based on the week of class that they withdraw.

- 1st week 80%
- 2nd week 60%
- 3rd week 40%
- 4th week 20%



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- After 4th week No refund

The university offers no refunds on fees.

Due to the nature of the PA Program, single courses may not be dropped or added. All coursework must be completed in sequence. The Bryant University Office of Financial Aid will coordinate financial aid services for any student requiring student loans. Students will be required to obtain health insurance through Bryant University. The program includes the cost of these policies in the Student Fees.

Room and Board Policy

Housing

To reserve on-campus housing for an upcoming fall and spring semester, each returning student is required to make an advance non-refundable housing deposit payment of \$300. This process typically begins during the month of February of the prior academic year. Housing deposits are made online within the [Student Account Center](#) via credit/debit card or WebCheck. Students are also required to complete an online Housing and Meal Plan Contract to be submitted to the Office of Residence Life. Students are notified by Residence Life of their sign-up schedule.

All outstanding balances must be resolved prior to a student being eligible to participate in the housing lottery process. Accounts with an outstanding balance will be placed on a hold and ineligible. Students holding a credit balance greater than \$300 on their student account have the option of using a portion of the credit towards their housing deposit payment. An e-mail sent to the Bursar's Office at bursar@bryant.edu or a call to 401-232-6030 will permit the office to process the request.

Meal Plan

The university requires that all students who reside on campus, except for Townhouse Residents, enroll in one of the meal plans that are offered. There are no exceptions to this rule except in the case of an extreme medical condition. All requests to forego the meal plan must be made in writing and addressed to the Associate Director of Operations and Community Standards by emailing reslife@bryant.edu. Since on-campus townhouses and senior apartments have kitchen facilities, these resident students are not required to purchase a meal plan but may do so if they choose. There are 4 meal plans offered to a resident student:



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- **The Unlimited** which includes \$50 Dining Dollars, \$25 Bulldog Bucks, 3 Guest Passes
- **210 - Block** which includes \$125 Dining Dollars, \$25 Bulldog Bucks, 3 Guest Passes
- **150 - Block** which includes \$250 Dining Dollars, \$25 Bulldog Bucks, 3 Guest Passes
- **105 - Block** which includes \$300 Dining Dollars, \$25 Bulldog Bucks, 3 Guest Passes

Additional meal plan information is available on the Sodexo [website](#).

Resident students who do not select one of the optional meal plans will be enrolled in the default 210 - Block plan. Breakfast, lunch and dinner are available Monday through Friday; brunch and dinner is served Saturday and Sunday.

IMPORTANT: Any change in meal plans must be made during the first week of classes each semester. If a student is enrolled in a meal plan and is not required to have a meal plan and does not use the meal plan, they must request the cancellation within the first week of school or they may be charged for a portion of the meal plan cost. Any questions should be addressed at the Office of Residence Life 401-232-6140.

Bulldog Bucks

Students who have a credit balance on their student account can transfer, from *Banner*, a portion or the remaining credit onto their Bulldog Bucks account by simply selecting the Bulldog Bucks Transfer option found within the Personal Information tab. Once done, the student will receive a receipt confirming the transaction. Please allow Auxiliary Services 24 business hours to process the request. Contact Auxiliary Services at 401-232-6035 with any questions regarding this process.

A student may also purchase additional Bulldog Bucks with cash, check or credit card in the Auxiliary Services Office or online at getfunds.com. All Bulldog Bucks purchased will remain on the student's Bulldog Bucks (student ID card) until graduation, transfer or withdrawal from the University. Bulldog Buck balances of \$25.00 or more will be applied to the student's account and a refund check will be issued by the Bursar's Office.

Student Account Collection Policy

Registered Students



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Students who are registered are required to pay their account by August 9th for the fall semester and January 9th for the spring semester or the first business day following these dates if they fall on a weekend. If the student's account is not paid by the said due dates, a **late fee** (as outlined above) will be assessed to the account and **financial holds** may be placed on the account.

Financial Holds

Transcript Hold - University policy states that an official transcript will not be granted to a student unless they have **completely** fulfilled their financial obligation to the university.

Registration Hold - University policy states that if a student owes \$1,000.00 or more at the time of pre-registration, they will not be allowed to register for a future semester until they have fulfilled their financial obligation for the current semester.

Schedule Cancellation

At the discretion/option of the University, a student's schedule may be cancelled before classes begin if satisfactory financial arrangements have not been made between the student and the Bursar's Office.

In-Active Students

Students who leave the university owing a balance must contact the Bursar's Office within 7 business days of their departure to make payment arrangements for the debt owed to the university. A transcript hold and registration hold is automatically placed on a student's account until their financial obligation has been fulfilled.

The Bursar's Office will send three monthly invoices to a student for the balance owed. The Bursar's Office will work with the student to arrange a monthly payment plan in order to resolve an account balance. It is important for anyone owing a balance to keep the Bursar's Office informed of any change in address, telephone number, etc.

If there is no response from the former student, the university may find it necessary to send the unpaid fees to a collection agency for collection. If an account is assigned to an outside collection agency, the student loses the opportunity to deal with the university directly. The student will be responsible to pay any reasonable collection fees and/or legal fees associated with said collection of the amount owed to Bryant University. Also, once assigned to an outside collection agency, the account will be reported to a national credit bureau as a past due debt.



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Once an account has been assigned to a collection agency, the former student must deal directly with that agency.

Withdrawal/Refund Policy

A student withdrawing from Bryant must contact The Office of the Registrar and complete a voluntary withdrawal form for their withdrawal to be official. When leaving the university, residential students are required to remove all personal property and return their room key. Any university-leased laptop must also be returned. Non-returned keys and laptops as well as laptop damage outlined in the laptop contract will automatically be charged to a student's account.

Students withdrawing from Bryant, housing or an internship, prior to the start date, will forfeit their non-refundable deposit. Tuition charges after the start date will result in an account adjustment based on the given term and date of withdrawal.

Students who are administratively withdrawn from the University will not be granted any refund. Students dismissed academically at the end of the first semester are entitled to a refund of all tuition and room and board fees that have been paid for subsequent semesters. Students who must withdraw due to military requirements will, upon certification of that fact, be granted a 100% refund.

Tuition, housing and meal plan refunds will be calculated as follows:



Room: No refund (charged by the term). Board: Refund is pro-rated (based on days).

Undergraduate

- Fall/Spring
 - 1st week of classes 80%
 - 2nd week 60%
 - 3rd week 40%
 - 4th week 20%
 - After 4th week No refund
- Winter
 - 1st two days 80%
 - After second day No refund
- Summer Day
 - 1st three days 80%
 - Days 4 through 9 60%
 - Days 10 through 13 40%
 - Days 14 and 15 20%
 - After day 15 No refund
- Summer Evening
 - 1st three days 80%
 - Days 4 through 9 60%
 - Days 10 through 13 40%
 - Days 14 and 15 20%
 - After day 15 No refund

Graduate

- Fall/Spring
 - 1st week of classes 80%
 - 2nd week 60%
 - 3rd week 40%
 - 4th week 20%
 - After 4th week No refund



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- Summer Day
 - 1st two days 80%
 - Days 3 through 7 60%
 - Days 8 and 9 40%
 - Days 10 through 13 20%
 - After day 13 No refund
- Summer Evening
 - 1st three days 80%
 - Days 4 through 9 60%
 - Days 10 through 13 40%
 - Days 14 and 15 20%
 - After day 15 No refund

Professional MBA (MBA Online)

- All terms
 - First Friday / Week 1 100%
 - Week 2 50%
 - After week 2 No refund

Note: if a student fails to log on and engage in academic activity, the student is withdrawn and receives a 100% refund.

Physician Assistant

- All terms
 - 1st week of classes 80%
 - 2nd week 60%
 - 3rd week 40%
 - 4th week 20%
 - After 4th week No refund



Issuing a Student Refund

Refund checks or E-Refunds due to students for over payment will be issued upon request and after at least 30 working days following the date a check has been deposited to a student's account.

A refund check will be made payable to the student (if non-minor) unless the account credit is due to the posting of a PLUS Loan or Monthly Payment Plan payment. The refund is then processed in the borrower's/payee's name or to the student if written permission by the borrower/payee is provided to the Bursar's Office to release the funds to the student.

Return of Title IV Federal Financial Aid

Regulatory guidelines associated with the return of Title IV funds as detailed in the Higher Education Amendments of 1965 (as amended in 1998) require institutions participating in federal student aid programs to employ very specific measures in effecting financial aid adjustments for students who withdraw from college. The policy governing the Return of Title IV Federal Financial Aid applies to all federal grant and loan programs (Pell, ACG, SMART, SEOG, TEACH, Stafford loans, Perkins Loans, Grad PLUS and PLUS loans), but does not include the Federal Work-Study Program.

In general, the law assumes that a student earns federal financial aid awards (which have been approved and verified) in proportion to the number of days completed in the term prior to the student's complete withdrawal. If a student completely withdraws from school during a term, the school must calculate, according to a specific formula, the portion of the total scheduled financial assistance that the student has earned and is therefore entitled to retain, until the time that the student withdrew.

If a student receives (or the University receives on the student's behalf) more assistance than he/she earns, the unearned funds must be returned to the U.S. Department of Education or to the Federal Direct or Federal Parent PLUS Loan programs. If a student's charges are less than the amount earned, and a refund is due, the student may be able to receive those additional funds. Students who have not completed the verification process are ineligible to receive any financial aid.

The portion of the federal grants and loans that the student is entitled to receive is calculated on a percentage basis by comparing the total number of days in the term to the number of days that the student completed before he/she withdrew. For example, if a student completes 30 percent of the regular term, he/she earns 30 percent of the approved federal aid that he/she was originally scheduled to receive for the term. This means 70 percent of the student's scheduled or disbursed aid remains



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unearned and must be returned to the federal programs. In the past, the previous federal and pro-rata withdrawal policies determined the amount of federal funds that must be returned, and the university was required to reduce the student's charges by the same amount. The new policy governs the earned and unearned portions of the student's Federal Title IV Financial Aid only. It determines how much, if any, the student and/or the school may need to return. This policy does not affect the student's charges. Bryant's own withdrawal policy will be used to determine the reduction, if any, in the student's tuition and fee or room and board charges. The student is responsible for paying any outstanding charges to Bryant University.

If it is determined that a portion of the financial aid received on the student's behalf is unearned, the University shares, with the student, the responsibility of returning those funds.

Any grant funds that the student is required to return to the federal programs are considered an over payment. The student must either repay the amount in full or make satisfactory payment arrangements with the Department of Education to repay the amount. If the student fails to repay, or make payment arrangements to repay an over payment, the student will lose his/her eligibility to receive future federal financial aid at any institution.

SIE Refund and Cancellation Policy

- The application deposit is non-refundable unless the University is unable to place the student in a SIE program or if s/he withdraws before s/he has been formally accepted to the program.
- If the student must withdraw from the SIE after acceptance but before departure, for documented health or family emergencies*, the University will make every effort to refund fees already paid. Unrecoverable costs will not be refunded. Given that providers make travel arrangements beginning at the deposit date, the chance of refunding any portion of the deposit is greatly reduced the later the date of required withdrawal.
- Should you need to withdraw from the SIE for reasons other than documented health or family emergencies, you will not be eligible for any refunds, and you will be required to pay the entire cost of the program.
- Bryant University may, at its sole discretion, determine that circumstances within the foreign country may require the cancellation of the SIE within the country. The University will provide the student with as much advance notice as possible of its intention to cancel the SIE in which s/he will participate. The University, the on-site coordinators, or the foreign government may prematurely terminate the SIE. If there is University cancellation of a SIE program, all payments to the University will be refunded and the University will make every effort to help



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the student complete the academic work for the program.

- If the student is dismissed from the SIE for any reason, there will be no refund and s/he is responsible for the full cost of the program. In addition, if the student is dismissed in-country, the student is responsible for all costs associated with returning home.
- If the student becomes sick or injured while traveling abroad with the group, s/he will, at his/her own expense, seek out, contact, and reach the SIE group at its next available destination. If the student seeks to return to the U.S. after commencement of the program due to serious illness, or death within the immediate family, the University bears no liability for any losses or claims incurred by the student in connection with his/her own early termination from the SIE. The University will make every effort to refund recoverable costs. Unrecoverable costs will not be refunded.

Please Note: Family emergency is defined as when a condition is life-threatening, the family member requires your care, or death in the family.

Graduate Global Immersion Experience (GIE)

The cost for the Program is \$4,920. This fee consists of the cost for your 3-credit course and the program fee which includes your travel and lodging fees.

If you have questions about an increase to your financial aid to meet the increased costs or are interested in applying for financial aid, please contact the Office of Financial Aid at finaid@bryant.edu or (401)232-6020.

GIE Refund Policy

- If the student chooses to withdraw from the GIE after acceptance but before departure, for documented health or family emergencies, the University will make every effort to refund fees already paid. However, unrecoverable costs will not be refunded.
- Bryant University may, in its sole discretion, determine that circumstances with the foreign country may require the cancellation of the GIE with the country. The University will provide the student with as much advance notice as possible of its intention to cancel. If there is University cancellation, all payments to the University will be refunded and the University will make every effort to help the student complete the academic work for the program.
- If the student leaves or is dismissed from the GIE for any reason, there will be no refund of fees already paid.
- If the student becomes sick or injured while traveling abroad with the group, s/he will at their own expense, contact the GIE group at its next available destination. If a student seeks to return to the U.S. after commencement of the program due to serious illness, death within the family, or



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any family issue that may arise, the University bears no liability for any losses or claims incurred by the student in connection with his/her early termination of the program. The University will make every effort to refund recoverable costs. Unrecoverable costs will not be refunded.

Study Abroad Insurance Coverage

Please see the table below for details of coverage. All coverages and benefits are in US dollar amounts.

Benefit Period	Per trip
Out of country medical expense, accident medical,	\$200,000 per person per occurrence
Deductible	\$0
Co-insurance	100% of usual and customary
Dental treatment (injury only)	\$1,000
Accidental death/dismemberment, aggregate limit	\$50,000 per insured, \$500,000 aggregate limit
Emergency medical evacuation	Up to \$500,000



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Reparation of remains	Up to \$100,000
Family reunion	Up to \$2,500
Political evacuation natural disaster	Up to \$100,000
Assistance Services – UHC Global	Available 24 hours worldwide