Tuition, Fees and Financial Aid

Tuition and fees are established by the DCC Board of Trustees and are subject to change by its action.

For each semester, a deposit is required at the time of registration to complete the registration process and to hold a student's class schedule with final payment due by the stated Tuition Due Date. Along with cash and checks, the College accepts Visa, MasterCard, American Express and Discover Card for payment.

To help you meet your educational expenses, Dutchess Community College offers the FACTS Payment Plan as a convenient way to pay your semester charges. This is not a loan program. There are no interest or finance charges assessed and there is no credit check. This is a semester-based plan and is easy to enroll in through your MyDCC account. Once you set up your plan, payments are made automatically. Further information about the FACTS plan can be obtained from the Office of Student Accounts or on the web through your MyDCC account.

Tuition for Full-Time Students+

For 2013-2014 academic-year credit courses

New York State Resident†	$1,600.00	per semester
Nonresident	$3,200.00	per semester
Technology Fee	$ 150.00	per semester
Activity Fee	$ 40.00	per semester
Athletic Fee	$ 20.00	per semester

Tuition for Part-Time Students+

For 2013-2014 academic-year credit courses

New York State Resident†	$ 133.00	per credit hour
Nonresident	$ 266.00	per credit hour
Technology Fee	$ 10.00	per credit hour
Activity Fee	$ 8.00	per semester
Athletic Fee	$ 7.00	per semester

Additional costs related to residence hall accommodations and meals are established by the Dutchess Community College Association Board of Directors. Visit www.sunydutchess for more information.

Miscellaneous Fees, as Applicable

Aviation (pilot program) Fees¤	$6,559 - $ 8,991 per semester
Background Check Fee	$105.00
Ceramic Materials Fee	$40.00 per applicable course
CLEP Exam	$77.00 Exam; $10 Service Fee
Cross-Registration Fee	$30.00 per semester
Dantes Exam Fee	$80.00 Exam; $15 Service Fee
Equipment Breakage Fee	$10-$50 per applicable item
Graduation Fee	$30.00 per diploma
Hepatitis B/Vaccination Series	$120.00 as needed
ID Card Replacement	$5.00 per replacement
Lab Fees	$20-30 per applicable course
Laboratory Nursery School‡	$2,300 per year
Late Payment Fee	$50.00 per semester
Late Registration*	$10.00 per semester
Library Fines	up to $5 per infraction
Lost Book Fee	$50.00 per infraction
Overdue Reserve Book	$50.00 lost charge
Playaway	$50.00 lost charge
Audio Cables/Earbuds	$10.00 lost charge
Headphones (Films)	$35.00 lost charge
Kindle/iPod	replacement cost
DVDs/Video	$75.00 or replacement cost
Lost Article Fee	$10-$250 applicable item
Music Lab Fees	
Individual Lesson	$375.00 MUS141, 142, 161, 162, 241, 242, 261 & 262
Individual Lesson	$1,125.00 MUS 210, 211
Group Lab Fee	$175.00 MUS 141, 142
Non-Student Testing	$35.00 per exam
Personal Training Certification	$175.00 exam
Prof. Liability Insurance*	$12/$35 per year
Proficiency Exam Fee*	$45.00 per exam
Program Change Fee*	$5.00 per change
Red Cross Certification*	$5/$10/$30 applicable courses
Replacement Diploma	$15.00 per diploma
Returned Check Fee*	$25.00 per check
Student Accident Insurance	$ 7.50 per semester $ 2.00 summer semester
SUNY Learning Network	$25.00 per course
Traffic Fines	$15/$25/$50 per infraction
Transcript Fee*	$ 5.00 per copy
Transition RN Fee	$25.00 per semester
Trip Fee (Study Abroad)	$90.00 per trip
Tuition Payment Plan Deferment	$25.00 per semester

NOTES: *Students registered for less than 12 hours of course work are classified as part-time.*

* *Not Refundable*

+Tuition correct at time of printing; however, review and adjustment of tuition and fees may occur before the start of the 2013-2014 academic year. The tuition and fee schedule shown is for the 2013-2014 academic year. Tuition and fees are reviewed annually and are subject to change.

† To qualify for the NY State Resident rate, a student must have been a resident of New York State for one year immediately prior to registration. In addition, those who are not residents of Dutchess County must present a Certificate of Residence signed by the chief fiscal officer of the county or counties in which they have lived in the past six months. Without such a certificate or certificates, a student will be required to pay the Nonresident Tuition rate. Dutchess County residents must file an Affirmation of Dutchess County Residence (available in the Student Accounts or Registrar's Office) to pay the resident tuition rate.

‡ The College is authorized to reduce the basic fee for the Laboratory Nursery School enrollment in accordance with established guidelines. Families unable to pay the basic fee are invited to contact the director of the DCC Laboratory Nursery School for further information.

¤Aviation Fees: Private - $8,891; Instrument C172R - $8,800; Commercial Special - $6,559 and $7,181.

Tuition and College Fee Refund Policy

Your deposit payment and/or financial aid award is a valid commitment of your intent to attend DCC.

Refunds only for tuition and refundable fees will be granted upon the completion and submission of an **official** withdrawal form to the Registrar's Office, either before classes begin, or during the published refund period. A $50 administrative fee may apply.

Simply notifying the classroom instructor or Dean of Student Services is insufficient. Any student who does not withdraw and remains unpaid at the end of the refund period will be liable for full tuition. **Non-attendance does not limit student liability.**

Students dismissed for disciplinary reasons are not eligible for refunds, and if appropriate, will be subject to the Federal Title IV Withdrawal Policy. Students entering the armed forces will be refunded the full amount of their tuition for the semester in which their education is interrupted, upon submission of evidence of call to duty.

Per SUNY regulations, refunds of tuition and refundable fees will be made according to the following schedule:

	Full Semester .	8-wk term or less
Prior to first day	100%	100%
During 1st week	75%	25%
During 2nd week	50%	0%
During 3rd week	25%	0%
After 3rd week	0%	0%

Students are responsible for knowing the deadlines for withdrawal and abiding by them. When life-altering circumstances prevent timely withdrawal, a student may submit a written appeal by submitting a form available on myDCC. Additional information is available under Withdrawal of College or Courses in the Academic Information section of this catalog.

Delinquent Accounts

Students will be billed before the semester begins and at the end of the refund period. Paper bills are mailed to the most current address on file, with an electronic copy available through a student's myDCC account. Students are responsible for maintaining a good address on file with the College.

Students with delinquent accounts over $100 at the end of the published refund period are subject to a $50 late payment fee. Any account that remains unpaid after the end of the semester may be assigned to a collection agency. The College will assign the outstanding balance, plus the collection agency fee and/or reasonable cost to the agency for collection. These fees may be between 25-50% of the unpaid balance and are the responsibility of the student, in addition to the principal amount owed to DCC.

Withdrawal Policy for Recipients of Federal Title IV Grants and Loans

This policy is per the U.S. Department of Higher Education and applies to students who receive assistance under Title IV funding and/or to parents who receive the Federal Parent PLUS loans for their children. Title IV funding for the purpose of this policy includes Federal Pell Grants, Stafford Loans, PLUS Loans, Federal Supplemental Educational Opportunity Grants (FSEOGs), and Federal Perkins Loans.

If a student withdraws or stops attending Dutchess Community College, either officially or unofficially, during the first 60% (approximately first 10 weeks) of the semester, a calculation is done to determine how much Title IV funding has been earned. The earned amount is based on the percentage of the semester the student has completed. If the student has received (been disbursed) more Title IV funds than has been earned, the excess unearned funds must be returned to the Federal Department of Higher Education by the school and/or the student.

The DCC Tuition and College Fee Refund Policy, as stated several paragraphs above, is used to determine the amount of college tuition and fees a student is charged. An example of applying both the DCC refund policy and the Federal Title IV refund policy to a student that withdraws or stops attending during the fifth week of classes follows. A student who withdraws or stops attending during the fifth week of classes will owe the College 100% of their tuition and fees (There is no reduction after the third week.) If the student was awarded $2,000 in Title IV funding he/she only would earn approximately 30% or $600 of this funding. If the student is full-time and has tuition and fee charges of $1,650 then he/she would still owe the College $1,050 ($1,650 less $600) after their Title IV funding was applied. DCC and/or the student must return the other $1,400 in Title IV funding to the Federal Department of Education. If the student is required to return some of these funds, it is possible he/she will not be eligible to receive Title IV funding at DCC or another college until the amount is paid.

Any questions regarding this policy should be directed to the Office of Student Accounts or the Office of Financial Aid.

Financial Aid Programs

Financing Your College Education

Financing a college education is frequently a challenge to students and their families. However, in addition to family assistance, personal savings, and summer earnings, there are a number of supplemental ways to pay for college costs. Financial aid can be received through scholarships, grants, loans, or part-time employment. These are generally referred to as "financial aid."

Please be aware that courses not applicable toward a student's degree or certificate program are not eligible for New York state or federal financial aid. State and federal financial aid can be given for those courses which are remedial (developmental) in nature and required by the College. Credit-bearing courses that are pre-requisites for a required course in a program are not eligible for financial aid unless these courses can fulfill other requirements (i.e., electives) in the program.

The Office of Financial Aid, located in the Orcutt Student Services Center, Room 104, provides financial counseling to students and their families, and is prepared to assist them in analyzing and understanding the financial resources available to them.

It is important that students plan well in advance for the financing of their college education. Early contact with the Office of Financial Aid and filing applications early for financial aid will reduce delay, frustration, disappointment and financial crises.

Purpose of Financial Aid

The primary purpose of financial aid is to provide assistance to students who would not otherwise be able to attend college. The basic premise of student aid is that the primary responsibility for meeting college costs rests with the student and his or her family. The extent of this financial responsibility is determined by a uniform analysis of financial data submitted by the student and family.

Meeting Financial Need

Financial need is the difference between total college costs (tuition, fees, books, room, board, transportation and personal expenses) and the assessed ability of the student and family to contribute to the student's educational expenses. Student financial aid at Dutchess Community College is awarded on the basis of financial need.

Financial assistance is available for eligible students from several sources — including the federal and state governments, public and private agencies, organizations and companies. Some companies also have tuition reimbursement plans for employees through which students who are employees may defer tuition payments until the end of the semester.

Part-time matriculated students are eligible for some of the same types of aid as full-time students. There are also some governmental programs which provide aid specifically for part-time matriculated students. All students (full-time or part-time) are encouraged to complete the application procedure in order to receive consideration for any appropriate programs for which they are eligible.

All the required papers and forms needed to apply for various types of financial aid are available from the Office of Financial Aid at Dutchess Community College.

Applying for Financial Aid

Free Federal Application. Complete the Free Application for Federal Student Aid (FAFSA). You may do this by applying on the web, using www.fafsa.gov. Your eligibility for all federal aid programs and most other types of aid administered by Dutchess Community College will be determined by using the FAFSA. To sign your FAFSA electronically, you must have a PIN number. You can apply for a PIN number at www.pin.ed.gov.

Income Documentation. All financial aid applicants and/or their families may be required to submit IRS Tax Return transcripts and/or W-2 forms, and also provide appropriate non-taxable income documentation when required.

Tuition Assistance Program (TAP and APTS)

The New York State Higher Education Services Corporation provides aid to both full-time and part-time students.

TAP (Tuition Assistance Program) grants are designed to assist New York state residents, who are attending college full-time, with tuition costs. A student may apply by completing the Free Application for Federal Student Aid (FAFSA) and visit the New York State Higher Education Services Corporation (NYSHESC) website when applying online.

APTS (Aid for Part-time Study) grants are available to eligible matriculated students who demonstrate financial need and are enrolling for three to 11 credits. Students must complete the FAFSA to qualify for APTS. There is currently a maximum award of up to seven credits of funding per semester. Applicants, to qualify, must meet NYS satisfactory academic progress standards and meet income guidelines.

EOP Applicants. Applicants may obtain further information by consulting the coordinator of the Educational Opportunity Program located on the 3rd floor of the Orcutt Student Services Center.

Other Governmental Sources of Aid

Veterans Benefits. Dutchess Community College is approved for study under Title 38 US Code: Chapter 30 (New G.I. Bill), Chapter 31 (Vocational Rehabilitation Act), Chapter 32 (Post-Vietnam Era Veterans Educational Assistance Act), Chapter 34 (Veterans Readjustment Assistance Act), Chapter 35 (War Orphans Educational Assistance Act), and Chapter 1606 (Montgomery G.I. Bill - Selective Service), Chapter 1607 (Reserve Educational Assistance Program-REAP), Army Tuition Assistance Program, National Guard & Naval Militia Tuition Assistance Program, Military Spouse Career Advancement Account (MyCAA) and Veterans Retraining Assistance Program (VRAP).

Benefits for educational plans are determined by the VA certification process and DCC enrollment status. For more information and applications, contact the Certifying VA Official in the Office of the Registrar.

War Orphans Educational Assistance Act. Educational benefits are provided to children of veterans who died in service or as a result of a disability received while in service. Students who believe that they may be eligible for those benefits are urged to discuss the matter with their local Veterans Administration Office.

ACCES-VR (Adult Career and Continuing Education Services-Vocational Rehabilitation) is a service of the New York State Department of Education. ACCES-VR provides financial assistance with college costs for eligible clients. For further information, contact the regional office in Poughkeepsie.

Short-Term Loans

Short-term loans of modest amounts may be made to students giving evidence of unexpected financial stress. A 2% handling fee, with a minimum of $1.00 charge, will be made on each loan. A student may only receive one short-term loan per semester, and it is limited to $350. For final determination of the student's eligibility for a short term loan, the student should consult the Office of the Dean of Student Services.

Satisfactory Academic Progress and Program Pursuit for Financial Aid

To receive any institutional, state and federal Title IV financial assistance, a student must maintain eligibility by making satisfactory academic progress and satisfactory pursuit of program. Students are required to show progress by earning appropriate applicable degree credits, with a specific grade point and quality point average(s) as determined by the institution. Satisfactory academic progress and program pursuit standards are for institutional, state, and federal Title IV financial aid programs. Copies of these eligibility standards are available in the Office of Financial Aid and at www.sunydutchess.edu. Students are encouraged to visit the Office of Financial Aid with any questions about their rights and responsibilities concerning eligibility for financial assistance.

Scholarship Aid from Dutchess Community College

In addition to the various types of financial aid available from governmental and non-governmental sources, Dutchess Community College also administers various types of local scholarship aid. The Charles and Mabel Conklin Scholarship for Academic Excellence is for full-time freshmen who have graduated from a Dutchess County high school in the top 10% of their class. These scholarships cover the cost of tuition for two consecutive years (four semesters) of full-time study at Dutchess Community College.

Dutchess Community College also offers scholarships to both our continuing students (24+ credits) and graduating students. Awards for these scholarships are made through the various academic departments and applications are available during the spring semester of each academic year.

Federal Aid Programs

The Office of Financial Aid can assist students and/or their parents with questions concerning all types of federal aid programs. Call the Office of Financial Aid, (845) 431-8030, for more information about:

- Pell Grants
- Supplemental Education Opportunity Grants
- Federal Direct Stafford Loan (subsidized)
- Federal Direct Stafford Loan (unsubsidized)
- Federal Direct PLUS Loan (Parent Loan Undergraduate Students)
- Federal Nursing Student Loans
- College Work Study
- Federal Perkins Loans
- NYS TAP
- NYS APTS
- Institutional assistance