

Tuition and Fees/Payments

Information about past and present tuition and fees can be obtained from UCF Institutional Knowledge Management at <http://tuitionfees.smca.ucf.edu/>.

Tuition and fees are established by the State Legislature and the University Board of Trustees and are subject to change without notice. Fees are affected by residency status. Tuition and fees for the UCF M.D. Program are considered to be block charges. The annual block charges are divided in two parts and charged twice each year.

The first payment is due by the second Friday after the beginning of classes (courses/electives/clerkships). The second payment is due by the second Friday following the day classes resume in January. Students who return from an approved leave of absence after the beginning of the payment period will be charged the full-time block tuition and fees for the payment period in which they return.

Students are contacted via Knights email by the UCF College of Medicine Accounting Office when tuition and fees are assessed to inform them of specific due dates and payment options.

Financial aid can be used to defer tuition and fees up to the amount of anticipated financial aid. Please see the section on Financial Aid Deferments in the preceding section.

1. STUDENT FINANCIAL RESPONSIBILITY STATEMENT

Registration at the University of Central Florida College of Medicine requires students to acknowledge the following financial responsibility statement: "I accept responsibility for payment of my tuition and fees by the published deadline. I understand that if I do not pay my tuition and fees by the due date I will be charged a \$100 Late Payment Fee, my records will be put on hold, my account will be referred to a collection agency, and I may incur other financial consequences."

2. PAST DUE ACCOUNTS

All financial obligations to the university must be met. Failure to meet obligations can result in the withholding and denial of registration, diploma, transcripts and readmission to the university. The services of a professional collection agency and recourse to the courts may also be invoked if deemed necessary. All costs of collection, including attorney's fees, are borne by the debtor. Do not assume your registration will be canceled if you fail to pay fees or attend classes. Tuition deferrals, for example, will prevent class cancellation for non-payment.

3. LATE FEES

Late Payment Fees apply to students who do not pay the balance owed beyond the amount of the financial aid deferment (listed as anticipated aid) by the payment deadline. The Late Payment Fee is \$100 per registration.

A. FEE APPEALS

Students who desire to appeal a Late Payment Fee may make their appeal to the Fee Appeals Committee by initiating a student petition. Students must submit their petitions to the College of Medicine office of registrar or Office of Student Affairs and may appear before the Committee (not mandatory). Forms faxed to the Office of Student Affairs should be addressed Attn: Fee Appeals 407-266-1389.

B. HOLDS

Holds due to unpaid tuition and fees or Short Term Advances that prevent registration and the receipt of transcripts will automatically be removed overnight once UCF debts are paid.

4. PAYMENT PROCEDURES

If financial aid will not pay the balance due on a student's account, then proper payment procedures must be followed. Payment must be received or postmarked no later than the fee payment deadlines specified to be considered on time.

Pay Online	Credit card and check payments may be made online, through myUCF E-Pay (https://my.ucf.edu). A mandatory, nonrefundable fee will be charged each time a student chooses to pay with a credit card through E-Pay.
In-person at the College of Medicine Office of Finance and Accounting, third floor, Suite 312 comacct@ucf.edu	Make checks payable to UCF and include your UCF PID on the check.
Main Campus 24-Hour Depository Location	Main Campus, MH 110 – 407-823-2614 (Checks only. No cash or credit cards.)

5. REFUND OF TUITION AND FEES

A refund of fees will be processed under the conditions noted below. The student must submit a written appeal for a refund to the associate dean for students within six months of the close of the payment period to which the refund or other appeal action is applicable. Any debts owed to UCF will be deducted from the refund, up to the full amount.

Full Refund Eligibility

The following conditions allow a full refund for applicable payment period:

- a student declines admission acceptance prior to the end of the first week of classes
- a student withdraws, is dismissed from the program, or is placed on a Leave of Absence (LOA) prior to the end of the first week of the payment period

Partial Refund (25%)

Twenty-five percent of the tuition and associated fees assessed and paid for the payment period is refundable if the student withdraws from the M.D. Program or is approved for a Leave of Absence after the end of the first week and prior to the end of the fourth week of courses/electives/clerkships of a payment period.

A written appeal with supporting documentation for a refund or other appeal action must be submitted to the associate dean for students within six (6) months of the close of the payment period to which the refund or other appeal action is applicable.

Exceptional Circumstances

Refunds for withdrawal, dismissal or Leave of Absence due to circumstances determined by the associate dean for students to be exceptional may be granted for up to 100 percent of tuition and fees any time during a payment period. Examples of exceptional circumstances include, but are not limited to, sickness, death, involuntary call to military service or university administrative error. For consideration, the documentation must show that the exceptional circumstances occurred during the payment period for which the refund is being requested.

6. EQUIPMENT FEE

Students pay an equipment fee for the use of laptops and other educational devices (i.e. iPads) during the curriculum.