



Tuition

Tuition rates are established annually by the State Board for Community Colleges and published with the semester schedule. Current rates can be verified by contacting the Admissions and Records Office. Payment of tuition enables students to obtain student identification cards and makes them eligible to use the library, bookstore, student lounge, and other facilities of the college. Tuition may be paid by cash, check or credit card.

Fall Semester 2016 Tuition Rates (per semester credit hour)

	Tuition	Activities Fee	Technology Fee	Capital Fee	Parking Fee	Facilities Fee	Total
Virginia Residents	\$137.75	\$1.00	\$8.50	?	\$1.00	\$1.50	\$149.75
Out-of-State Residents	\$314.35	\$1.00	\$8.50	\$18.00	\$1.00	\$1.50	\$346.35

Fees

Student Activities Fee

A per-credit-hour student activities fee is required of all full-time and part-time students. The fee supports the student activities program at the college and provides funding for student government, intramurals, student clubs, and certain cultural and social events held on campus for students. Some events may require additional charges since the budget for student activities does not cover all expenses for the entire activity program.

Technology Fee

A technology fee is assessed for each course credit hour. The technology fee is used to upgrade and maintain computers and other related equipment on campus.

Capital Fee

A per-credit-hour capital fee is assessed to all out-of-state students, including out-of-state contract students.

Parking Fee

A per-credit-hour capital fee is required of full-time and part-time students. The fee supports maintenance and repairs to parking lots on campus.

Facilities Fee

A per-credit-hour facilities fee is required of full-time and part-time students. The fee supports maintenance and repairs to facilities on campus.

Eligibility for In-State Tuition

Section 23-7.4 of the Code of Virginia, effective July 1, 1984, requires all persons applying for admission to a public college or university in Virginia and desiring to pay in-state tuition rates to complete an application for Virginia in-state tuition rates.

In-state tuition rates are available for students in the following West Virginia counties: Greenbrier, Mercer, Monroe, Pocahontas, and Summers. For more information, please review the [VCCS Reciprocity Agreement](#) and contact Karen Alexander at (276)223-4702 for in-state tuition verification.

Payment Options

Your registration is not complete until the Business Office has processed your tuition payment. If you do not pay your tuition by the appropriate deadline, your classes will be deleted and you will need to re-register.

If you have completed and submitted your [FAFSA](#) online and are awaiting initial Financial Aid approval, you are not protected from the enrollment cancellation process. You will need to pay by the deadline established or enroll in a [tuition payment plan](#).

You may choose from the one of the following methods to pay your tuition. Partial payments will not be accepted.

Web Payment

Students may pay online using **Quik Pay** in the [Student Information System](#). Students may also pay their tuition by calling the Business Office at **276-223-4789**.

In Person

Tuition can be paid by cash, check, MasterCard, or VISA at the Business Office. In order to facilitate timely processing of the payment, students should have either your EmplID or Social Security Number readily available. Partial payments and checks in excess of tuition cannot be accepted.

By Mail

Checks for the exact amount due may be mailed to:

WCC Business Office
1000 East Main Street
Wytheville, VA 24382

Students should enclose a student ID for processing and mail in time to meet the due date.

Tuition Payment Plan

Enroll in the Payment Plan

WCC uses **Tuition Management Systems** for payment plan options. Go to <https://wcc.afford.com> to log into an existing TMS account or to view payment amounts and due dates.

Simple Steps to Enroll:

- Go to wcc.vccs.edu
- Log on to My WCC, then click on VCCS SIS Student Information System

- From the Self Service page, click on Student Center
- Under Finances, click on Apply TMS Payment Plan

Phone: (800)337-0291

Email: service@afford.com

Third Party Contract

If an employer or another party will be paying the student's tuition, the student must complete the Third Party Contract Form and return it to the business office:

WCC Business Office
1000 East Main Street
Wytheville, VA 24382

A new completed form is required each semester.

Refund Policy

It is the student's responsibility to know the refund dates, which are published in the [Academic Calendar](#). Students are eligible for a full refund of tuition for credit hours of course(s) dropped on or before the last day to drop with a refund as listed in the Academic Calendar. Refunds will not be authorized after the refund dates.

Wytheville Community College has contracted with Tuition Management Services (TMS) to process refunds to students. Students have the ability to receive their refunds in as little as three to four business days after the refunds have been processed in SIS.

All new students should receive an email from TMS (wccrefunds@afford.com) inviting you to register. If you do not receive an email, you may request another invitation by going directly to <https://wccchoice.afford.com>. Students should register early and select a disbursement option even if no refund is expected.

The options for receiving your refund are:

- WCC Visa PrePaid Educatecard (Reloadable Debit Card) ? Funds are usually available within 3-4 business days after refunds are processed in SIS. This card may be used wherever Visa Prepaid Debit Cards are accepted.
- Direct Deposit (ACH) ? Funds are usually available within 4-5 business days after refunds are processed in SIS.
- Physical Check ? If neither of the above options have been selected the student will receive a physical check by default. They will receive the check within 10-14 business days.

[Click Here to View the Contract](#)

[Click Here to View the Pricing Schedule](#)

Important information regarding the mailing of refund checks

Refund checks are automatically generated by the SIS system and are dependent up on an up-to-date student address. Students should update their address in the SIS system whenever they relocate or change their address. Address changes may be made by calling the Admissions Office or by accessing [My WCC](#). Students who do not have an up-to-date address

or are missing address information in their student account will not receive refund checks.

Cashier Assistance

Students who need assistance should contact the Business Office in Bland Hall: 276-223-4789 or 1-800-468-1195 extension 4789.

Refund Eligibility

Students are eligible for a refund for credit hours dropped during the "drop" period. To be eligible, a student must complete and process an official drop form during this period.

The college publishes in each semester's class schedule the dates during which a student may be eligible for tuition refunds. Refunds are automatically processed when a scheduled class must be cancelled. No refunds will be considered after the announced date unless the student can document unusual or extenuating circumstances, or in case of an administrative error by the college. Before any consideration can be made, the student must appeal to the Vice President of Instruction and Student Development, and then to the Vice President of Finance and Administration.

Official drop forms must be turned in to the Admissions and Records Office in person or by the student's authorized representative. Financial aid students must also bring the drop form to the Financial Aid Office for signature. The official drop date for a student is the date that the drop form is received by the Admissions and Records Office.

All entering and returning students receiving Title IV financial aid are subject to the Title IV Return of Funds Policy. A copy of the policy is mailed to each student with the financial aid award letter. Copies of the policies and additional information concerning the policies are available in the Financial Aid Office, Bland Hall, Room 221. Information about financial aid at WCC is available via the college's Internet website.

Refunds, Credits, and Reinstatement Policy as a Result of a National Emergency

Tuition and Required Fees

In the event a student is ordered to active duty (for reservists) or mobilized (active military) as described in the Code of Virginia, Section 23-9.6:2, and he/she requests to be withdrawn from the college after the last day to drop and receive a refund, the student may elect either to be deleted from the registration file and be awarded a full refund or to be administratively withdrawn with no refund and assigned a grade of "W."

The college shall provide, at the option of the student, for such refunds to be retained and to be applicable to tuition and fees charged in the semester or term in which the student returns to study.

Academic Credits and Grades

Students who are subject to conditions described in Code of Virginia, Section 23-9.6:2, should have the opportunity to receive an incomplete grade ("I") until released from active duty (for reservists) or mobilization (for active duty personnel). All course requirements shall be completed within one year from the date of release from active duty or mobilization.

Students may be given the option of taking their examinations prior to regularly scheduled times.

Careful consideration should be given and special options are advised for students who receive student financial aid or Veterans Administration benefits.

Reinstatement

Students who are called to active duty or are mobilized shall be assured a reasonable opportunity to be reinstated in the same

programs of study without having to reapply for admission if they return to the college within one year of completing service required as a result of the national emergency.

Students who are separated from the college, under conditions in Code of Virginia, Section 23-9.6:2, shall be required to apply for readmission if they do not enroll within one year from the release from active duty (for reservists) or return from mobilization (active military).

