Financial Information

**Please note:** Payment for summer session courses is due May 20 or upon registration.

The college reserves the right to make, at any time, any changes it deems advisable in tuition or refund policies. Tuition information is also available at www.sunyjcc.edu.

<table>
<thead>
<tr>
<th>Tuition</th>
<th>College Processing Fee (one-time fee payable upon admission to JCC)</th>
</tr>
</thead>
<tbody>
<tr>
<td>NYS resident with valid certificate of residence</td>
<td>$188 per credit hour</td>
</tr>
<tr>
<td>NYS resident without valid certificate of residence</td>
<td>$377 per credit hour</td>
</tr>
<tr>
<td>Out-of-state resident</td>
<td>$377 per credit hour</td>
</tr>
</tbody>
</table>

The following fees are mandatory unless noted as optional and are not refundable after drop/add period:

- **Aviation Flight Fees:** For details, visit http://www.sunyjcc.edu/academics/professional-piloting/program-costs.
- **Coevolutionary Biology:** Tuition varies $10-$185
- **Late Payment Fee:** $35
- **Placement Test Retesting Fee:** $10
- **Returned Check Fee:** $30 per check
- **Learning Network Fee:** $3.50 per credit hour
- **Technology Fee:** $8.25 per credit hour

**Residents Fee Schedule:**

<table>
<thead>
<tr>
<th>Tuition</th>
<th>College Processing Fee (one-time fee payable upon admission to JCC)</th>
</tr>
</thead>
<tbody>
<tr>
<td>NYS resident with valid certificate of residence</td>
<td>$188 per credit hour</td>
</tr>
<tr>
<td>NYS resident without valid certificate of residence</td>
<td>$377 per credit hour</td>
</tr>
<tr>
<td>Out-of-state resident</td>
<td>$377 per credit hour</td>
</tr>
</tbody>
</table>

**Students who withdraw their registration from any or all classes shall be liable for payment of tuition and fees, and are eligible for refunds according to the following schedule: tuition liability reduction of tuition charges**

- prior to the first day of classes 0% 100%
- during the first week 75% 25%
- after the first week 100% 0%

- **Students participating in drop/add procedures during the first two days of the summer sessions will not be assessed charges for dropped classes required for course schedule changes. All refunds are based on the date withdrawal forms are completed and filed with the registrar’s office. Exceptions to this policy will be considered under extenuating circumstances.**
- **Students who wish to withdraw from any or all of their classes are advised to file their course withdrawals promptly with the Counseling Center on the Cattaraugus County Campus, the registrar on the Jamestown Campus, or the main office at the North County Center. Students should consult with the financial aid and business offices before they stop attending classes.**
- **Students who receive Title IV aid (Pell, SEOG, Direct loans) and withdraw from all classes may have their awards reduced and will be responsible to repay any aid disbursed that they are subsequently ineligible to receive. Refunds are paid in the following order: Federal Direct Loans (subsidized and unsubsidized), PLUS Loans, Pell, SEOG Grants, required refunds of other federal, state, private, or institutional assistance, to the student.**
- **International students are required to provide proof of health insurance including repatriation or they will be required to purchase health insurance as a condition of enrollment to ensure they have appropriate health coverage in the U.S. while they are attending JCC.**

**Certificate of Residence**

To be eligible for New York state tuition rates, students must submit a certificate of residence issued by the county or township (for Chautauqua County residents) in which they reside no earlier than 60 days prior or 30 days after the start of class(es). Without a certificate of residence, the out-of-state tuition rate will be charged. The certificate of residence form and instructions are available at http://www.sunyjcc.edu/current-students/business-office/certificate-of-residency.

**Payment Process for All Students**

After you have registered for your classes, visit https://Banner.sunyjcc.edu. You must complete your financial responsibility agreement before you are able to view your current semester charges. You are responsible for accessing your bill which is available on your Banner self service account. JCC will not mail you a schedule bill.

If you are:

- **Expecting financial aid, funds you are eligible to receive will be applied to your student account after registration.**
- **To pay your bill:**
  - You can pay for classes by cash, check, or AmEx/MC/Visa/Discover either in the business office or online at https://Banner.sunyjcc.edu. Payment must be received by May 20, 2016.
  - If payment is not received, your account will be placed on hold and assessed a late fee.
  - For more information about paying your bill online, visit http://mycollegepaymentplan.com/Jamestown.

**Financial Responsibility Agreement (FRA)**

Registering for classes creates a financial obligation to the college. Registered students are required to complete a financial responsibility agreement (FRA) by May 13, 2016. Failure to submit the complete agreement will result in the student being dropped from all registered classes. The FRA may be completed by logging in to your Banner self service account and viewing the bill.

**Registration Notes**

**In-Person Registration**

Currently enrolled students should meet with their advisors to discuss summer course selection. Part-time students should see a counselor or a full-time faculty member for summer course selection. See Financial Information section above for payment instructions.

**New students** should register during the following periods:

- **Session I:** January 4-May 20: 8:30 a.m. - 5 p.m., Monday-Friday
- **Session II:** January 4-May 20: 8:30 a.m. - 5 p.m., Monday-Friday
- **May 23-July 5:** 8 a.m.- 5 p.m., Monday-Thursday, 8 a.m.- 4:30 p.m., Friday

**Mail-In Registration**—See registration forms on pages 21-23. You may register by mail for:

- **Session I:** Between January 4 and May 20
- **Session II:** Between January 4 and July 1

If you begin a summer session and then change your classes, you must complete the drop/add procedure in the registrar’s office on May 23 and 24 for Summer Session I and July 6 and 7 for Summer Session II. If you want to add a course, you must do so prior to the second scheduled meeting of the campus-based course to be added and prior to the first scheduled meeting of the online course to be added.

For more information on registration procedures, call 1.800.388.8557, extension 1018.
IC
9% were s
31% had graduated by the beginning of the fall 2014 semester. An
FW
Course Codes
ADDITIONAL GRADES: Consult the college catalog for details about the
Incomplete (I), credit (CR), audit (AU), special audit (SA,SW,SX), official
withdrawal (W), and administrative withdrawal (X) grades.
IMS
ATTENDANCE: Every student is expected to attend all lecture and laboratory
sessions for which he or she is registered. Absences will be recorded by
instructors, and the student will be held responsible for making up all work
missed. Attendance requirements for each course are established by the
instructor and announced, published, and distributed with the course
outline at the first class meeting.
FA
IMPUTED CREDIT: The faculty and administration have determined that
some courses listed in this master schedule may not be counted toward
degree programs offered by the college. These are courses which are not at
the college level, but are designed as remedial courses for students who
need to prepare themselves for college-level work. Eligible students
enrolled in courses carrying imputed credit may receive financial aid.
TA
ATTENDANCE: Every student is expected to attend all lecture and laboratory
sessions for which he or she is registered. Absences will be recorded by
instructors, and the student will be held responsible for making up all work
missed. Attendance requirements for each course are established by the
instructor and announced, published, and distributed with the course
outline at the first class meeting.
PARTICIPATION IN ONLINE COURSES: Online students must begin their
course the week it is scheduled to begin. Students are expected to log in to
their course three-four times per week. Participation requirements are set
by the instructor and published in course information documents. More
information is available at www.sunyjcc.edu/academics/online-learning.
营
RETENTION AND GRADUATION RATES: A study of the 1059 students who
enrolled as first time full-time students at JCC in fall 2011 indicated that
31% had graduated by the beginning of the fall 2014 semester. An
additional 15% had transferred to other colleges prior to graduation and
9% were still enrolled. A recent survey of 2013 graduates indicated that
44% of those responding had transferred to four-year colleges or
universities, while 40% were employed full-time. (Sources: Materials from
the State University of New York Administration Office of Institutional Research and the 2012-2013 graduate follow-up survey conducted by JCC’s Office of Institutional Research.) This data is available in the institutional research office on the Jamestown Campus. Contact Barbara Russell, dean of research and planning at 716.338.1210 for additional information. It should be noted that some students “stop out” for a semester or two due to family, work, or financial considerations, but eventually return to complete their educational programs. Some students leave college before receiving their degrees because they have obtained the necessary skills for employment or have otherwise met their educational goals by attending JCC. Additional information about JCC graduates is available at http://www.sunyjcc.edu/facts.
Course Schedule Terminology
BLDG
Building in which course meets.
CMP
Campus location.
CR
Catalog number. Numerical classifications for course areas.
CRN
Credit hours.
The four-digit course reference number used to register for a course.
INSTRUCTOR(S)
Name of instructor.
FEE
Additional cost to student for materials, equipment, etc. for specific course.
RM
Room in which course meets.
SUBJECT
Abbreviation of the name of the academic discipline.
TP
Type of course.
UMTWRF
Days of week course meets. (U = Sunday; R = Thursday)
Course Requirements
Students who have completed pre/co-requisites with a passing grade at
another institution must provide a copy of their unofficial transcript at the
time of registration. Terms used in course requirement information in the
master schedule:
PREREQUISITE: A course a student has already successfully completed or
has demonstrated competency in by achieving a placement test score above
a specific cutoff level.
COREQUISITE: A course which a student takes during the same semester as
the class in question. If a student has already successfully completed a
corequisite, he/she does not need to take the course again.
ELIGIBILITY: Refers to an academic readiness to take certain courses. For
English, eligibility is determined through placement testing which indicates
which writing course one is eligible (ready) to take. Eligibility for math may
be determined by a review of math placement scores and consultation with
an academic advisor or counselor.
READING: Some courses have as a course requirement the achievement of
a certain score (e.g. 80+) on the reading placement test. Full-time students
can find out about placement scores on Banner; part-time students can
learn about their scores from counselors in the counseling centers.
PLACEMENT TEST: The college placement test assesses skills in
mathematics, reading, and writing. If a student chooses to take any course
for which there is a placement test prerequisite, he/she must take the
appropriate test. As a rule, full-time students take the complete test after
they have been accepted for admission to the college and prior to
registration. New part-time students are strongly encouraged to take the
test prior to registration. Part-time students must take the placement test
prior to enrolling in any course which has a reading or writing prerequisites.
PERMISSION OF INSTRUCTOR: A course with this notation requires the
student to meet with the instructor to receive permission to take the
course.
WAIVER OF PRE-/COREQUISITES: If a student feels qualified to take a
course for which he or she does not appear to have the formal prerequisite
background, the student should contact the coordinator/director of the
discipline or the dean for the academic area. If, in the estimation of the
faculty member or dean, the student meets the prerequisites in some other
way, the faculty member or dean may sign a waiver form which the student
can then present to his advisor and/or the registrar on the Jamestown
Campus or the Counseling and Career Planning Center on the Cattaraugus
County Campus. Students cannot register for courses for which they do not
have a prerequisite or a signed waiver form.