



NWU offers a monthly payment plan through Nelnet Business Solutions to help students and their parents budget the cost of education. No interest is charged, but a service fee is added. The plan may cover any portion of the costs up to full tuition, fees, room and board. Contact the Business Office for details.

## NWU POLICY FOR PELL RECIPIENTS TO CHARGE BOOKS

Pell Grant recipients with a credit balance will be eligible for assistance from NWU to purchase books and supplies using their NWU account

To be eligible, students must have received the Pell Grant, must have a Federal Title IV credit balance for the term/semester, and must have met all requirements for an early disbursement. A federal Title IV credit balance is created when all federal financial aid funds exceed allowable charges (tuition, fees, room and board) for the term/semester.)

Eligibility will be reviewed each term/semester per student request.

Once a student is determined eligible for the book provision policy by the NWU Business Office, they can charge their books from the Prairie Wolves' Bookstore up to an amount approved by the Business Office. Eligibility for subsequent terms will be evaluated as each term begins per student request.

If a qualifying Pell Grant recipient does not want a book credit, they do not need to submit a receipt to the Business Office for approval.

## FINANCIAL AID POLICY FOR REPEATING COURSES

The first and second time a student enrolls in a course, the course will be considered eligible hours for federal financial aid. However, the third time a student repeats a course for which he/she received a passing grade of D- or better, the repeated credit hours will be ineligible for federal financial aid calculations, regardless of whether or not the student was receiving financial aid the first and second time they enrolled in the course.

A student may repeat classes with failing grades (F) and receive financial aid.

## REFUND POLICY

Students who find it necessary to withdraw from all courses in a semester for any reason shall receive refunds for tuition as follows:

End of 1<sup>st</sup> week [drop] (Friday, 5 pm) ..... 100%  
End of 2<sup>nd</sup> week [withdrawal] (Friday, 5 pm) ..... 80%  
End of 3<sup>rd</sup> week [withdrawal] (Friday, 5 pm) ..... 60%  
End of 4<sup>th</sup> week [withdrawal] (Friday, 5 pm) ..... 40%  
End of 5<sup>th</sup> week [withdrawal] (Friday, 5 pm) ..... 20%

End of 1<sup>st</sup> week [drop] (Friday, 5 p.m.) ..... 100%  
End 2<sup>nd</sup> week [withdrawal] (Friday, 5 p.m.) ..... 40%  
End of 3<sup>rd</sup> week [withdrawal] (Friday, 5 p.m.) ..... 20%

End of 1<sup>st</sup> week [drop] (Friday, 5 p.m.) ..... 100%  
End of 2<sup>nd</sup> week [withdrawal] (Friday, 5 p.m.) ..... 20%

After five weeks of the semester's classes have elapsed, no refund will be given to a withdrawing student. Calculations are based upon the date of the first meeting of classes. Items designated as fees will not be refunded. Room and board payments will be refunded as stated in the current housing contract.

No refunds are made to a student who withdraws from a special program, activity, or field trip after the deadline for acceptance into the program has passed. Students should consult the director of the special program.

If a student registers for more than 18 credit hours and later wishes to reduce the load for any reason, the student must complete the procedure for withdrawal during the first five weeks of the semester to qualify for any refund of tuition charges for extra credit hours. Such refunds will be reduced by the original charge for each successive week of the semester as stated in the tuition refund schedule above.

If individuals believe extenuating circumstances merit a departure from the tuition refund schedule, they may appeal in writing to the academic dean for special consideration.

## TITLE IV REFUND CALUCATION POLICY

The Higher Education Amendment of 1998 established a new procedure for the return of Title IV Federal Student Aid when a student who is receiving Title IV aid withdraws from college before the end of a semester. The Return of Title IV Funds policy is as follows:

- Nebraska Wesleyan University officials with a legitimate educational interest\*
- Other schools to which a student is requesting transfer or enrollment
- Specified officials for audit or evaluation purposes
- Appropriate parties in connection with financial aid to a student
- Organizations conducting certain studies for or on behalf of the school
- Accrediting organizations
- To comply with a judicial order or lawfully issued subpoena
- Appropriate officials in cases of health and safety emergencies

FERPA permits the University to disclose educational record information to a student's parent or guardian if the student is their dependent for federal tax purposes. (\*\*See Parental or Third Party Access to Academic Records)

## STUDENTS WITH DISABILITIES

Federal law requires that Nebraska Wesleyan University make "reasonable accommodations" to ensure that persons with disabilities will have equal access to all educational programs, activities, and services.

Therefore, Nebraska Wesleyan University, in compliance with Section 504 of the Rehabilitation Act of 1973, as amended, and with the American Disabilities Act of 1990 (ADA), recognizes the university's obligation to make reasonable accommodations for qualified students with disabilities, including intellectual disabilities.

A "reasonable accommodation" is defined as any change in an environment or in the way things are customarily done that (1) enables an individual with a disability to enjoy equal opportunities; and (2) does not fundamentally alter the nature of the activity, service, or program.

A "disabled" person is defined as one who has a physical or mental impairment that substantially affects one or more major life activities or has a record of such an impairment, or is regarded as having such an impairment.

To facilitate plans for any reasonable accommodations, students with disabilities must identify and document their needs following the admission to Nebraska Wesleyan University. It is the responsibility of the student to notify the University of his/her disability; to document the disability; and to request accommodation.

Students should contact Sandra McBride, Students with Disabilities Coordinator, (402) 465-2346 for details.

## NON-DISCRIMINATION POLICY

Diversity is a core value of NWU's mission and we embrace it as a source of strength. NWU provides equal educational and employment opportunities to qualified persons in all areas of university operation without regard to religion or creed, age, genetic information, gender identity and expression, sexual identity and orientation, veteran status, disability, marital status, race, or ethnic origin, in compliance with state and federal laws, including but not limited to Title XII, Title IX, and the ADA.