



BURSAR'S OFFICE
 2 College Hill
 Westminster, MD 21157-4390
 Phone: 410-857-2209
 Fax: 410-386-4615
www.mcdaniel.edu

GRADUATE TUITION CONTRACT PLAN APPLICATION
FALL CONTRACT DUE - - BY AUGUST 15TH
SPRING CONTRACT DUE - - BY JANUARY 15TH

This contract payment plan between McDaniel College and the student is an alternative to paying tuition in full. The Bursar's Office must receive your application by AUGUST 15th for Fall semester classes and January 15th for Spring semester classes. Completed contracts may be emailed to **bursaroffice@mcdaniel.edu** from your McDaniel email address only, mailed, or faxed to 410-386-4615.

Please complete the worksheet on page 2 to determine the amount of your monthly payment. Retain page 1 of this application for your RECORDING KEEPING. Return page 2 of this application to McDaniel College. Submit your monthly payments by the following due dates:

The FALL due dates are August 15, September 15 and October 15
The SPRING due dates are January 15, February 15 and March 15

The student is responsible for the non-refundable \$50 contract fee. It is understood that all contracts are subject to review and approval by McDaniel College.

A payment received late (after the 15th day of the month when due) will result in a late fee of \$25.00.

Failure to remit any two monthly payments by the due date will result in cancellation of the contract. In addition the student's account will be charged for any difference due on the contract for that semester plus a late charge and any collection and attorney fees.

Mail application and tuition payments to: McDaniel College Bursar's Office 2 College Hill Westminster, MD 21157

Checks are made payable to McDaniel College. We also accept payment by VISA/MC/AMEX/Discover or ACH - ONLINE ONLY. To make a payment online login to the portal and go to: Self Service Menu - Student Menu - Student Bursar's Office - Make a Payment.

For your Record keeping:

Payment by August 15 or January 15 (if paid after the 25th, add a \$25 late fee)	Payment by September 15 or February 15 (if paid after the 25th, add a \$25 late fee)	Payment by October 15 or March 15 (if paid after the 25th, add a \$25 late fee)
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Date Paid:	Amount Paid:	Date Paid:	Amount Paid:	Date Paid:	Amount Paid:
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COMPLETE AND RETURN THIS APPLICATION TO:

McDaniel College, Bursar's Office, 2 College Hill, Westminster, MD 21157

Please check one option listed below:

_____ Fall Semester - Three equal monthly payments due: August 15, September 15 and October 15

_____ Spring Semester - Three equal monthly payments due: January 15, February 15 and March 15

Student Name: _____ Student ID# _____

Address: _____

City, State, Zip Code: _____

Phone Number (Day): _____

Phone Number (Evening): _____

Email Address: _____

I understand and agree to follow the terms listed on page 1 of this application:

_____ (Signature)

GRADUATE EXPENSES

Semester Rates

TUITION:	MISCELLANEOUS FEES:
Standard Tuition rate:	Late registration Fee \$35.00
\$500 per credit hour (\$1,500 per 3 credit course)	Comprehensive Test Fee \$150
	Student Teaching Fee \$750
Counselor Education Credit Rate:	
\$560 per credit (\$1,680 per 3-credit course)	BEST Student Teaching Fee \$750
	Administrative Fee \$75.00
	Parking violation -Fees range based on number occurrences

***Internships are billed at \$500/credit (Counselor Education Internships are billed at \$560/credit)**

Use this worksheet to determine the amount of your monthly payment:

SEMESTER EXPENSES

Tuition Expense	\$ _____
Student Teaching Fee	+ _____
Other Fees	+ _____
TOTAL EXPENSES	\$ _____

MONTHLY PAYMENT

Total Expenses divided by 3 \$ _____ (Due by the 15th)

CONTRACT FEE

_____ \$50.00 (Due when submitting Contract)