

**INTER AMERICAN UNIVERSITY OF PUERTO RICO
TUITION, FEES AND OTHER CHARGES**

**GUAYAMA CAMPUS
YEAR 2018-2019**

TO : Students
FROM : Olga Luna López, Vice President for Management, Finance, and Systemic Services
RE : **INFORMATION OF REGISTRATION COSTS FOR THE ACADEMIC YEAR 2018-2019**

The Inter American University of Puerto Rico provides its students this information bulletin regarding the tuition, fees and other charges in effect for the 2018-2019 academic years, as approved by the Board of Trustees of this Institution. These costs apply for students in the regular, Avance, and Certificate programs. Included also is general information concerning norms for the payment of tuition, and fees, deferred payments, and adjustments and reimbursement when a student withdraws from a class after it was pay for.

The academic year consists of various academic terms, which include Semesters, Trimesters, Bimesters, and Summer Sessions.

Tuition, fees, and other charges for the Academic Year 2018-2019 are as follows:

I. ADMISSION

Graduate, except Exchange students -with the application \$ 31.00

II. TUITION

Undergraduate -per credit hour \$187.00
 Certificates -per credit hour 174.00
 Graduate -per credit hour 212.00
 Auditing without credit -50% from regular cost

III. FEES

	Semester	Trimester	Bimester	Summer
General Fees	\$60.00	\$40.00	\$32.00	\$28.00
First Aid Center	15.00	10.00	9.00	6.00
Student and Cultural Activities / Student Council Fees	14.00	10.00	8.00	N/A
Center for Access to Information Infrastructure Fees	40.00	27.00	20.00	12.00
Undergraduate				
9 credits or more	100.00	67.00	51.00	55.00
Less than 9 credits	72.00	48.00	36.00	45.00
Graduate	100.00	67.00	51.00	55.00
Construction, Improvement and Maintenance Fees				
Undergraduate				
9 credits or more	63.00	44.00	35.00	31.00
Less than 9 credits	44.00	31.00	35.00	31.00
Graduate	63.00	44.00	35.00	31.00
Goods and Services Fees				
Undergraduate				
9 credits or more	55.00	37.00	28.00	28.00
Less than 9 credits	38.00	25.00	19.00	19.00
Graduate	55.00	37.00	28.00	28.00

IV. OTHER CHARGES

Minor Evaluation Application Fees	-for each application	\$ 10.00
Study Certifications	-for each application	2.00
Late Registration	-at registration	50.00
Withdrawal or changes in courses, Total or Partial *	-upon withdrawal or change	6.00
Additions of courses or changes of one course for another	-upon change	6.00
Deferred Payment Arrangements	-with the arrangement	6.00
Late payment of Deferred Payment	-when lateness occurs	5% of each payment
Charge made by the IAUPR or company contracted by the University for processing payments by checks received from students	-per returned check	26.00
Late Final Examination	-per examination	19.00
Proficiency exams	-50% of per credit cost	
Portfolio evaluation	-50% of 3 credit course cost	
Removal of incompletes and related academic works	-with application, per course	19.00
Laboratories, all disciplines that require it, except Open Labs	-per laboratory hour	90.00
Open Laboratory	-per course	30.00
Office Systems Administration courses that require the use of technological equipment	-per course	90.00
Internships and Practice Teaching	-per credit hour	19.00
Social Work, for those who have declared it as their Major	-per semester	63.00
	-per summer session	31.00
Change of Major, second change on	-with application	13.00

Vehicles Access & Parking Fees	-per semester, up to a maximum of	\$ 20.00
	-per trimester, up to a maximum of	14.00
	-per bimester, up to a maximum of	N/A
	-per summer session	10.00
Identification Card replacement	-with application	7.00
Academic Evaluation Fees	-with application	10.00
Maintenance of Active Status (for those who discontinue their studies)		
Masters	-per semester or trimester	25.00
Doctorate	-per semester or trimester	31.00
Activation fee for Study Abroad students who pay enrollment fees		
At Host institution.	-per exchange term	50.00
Graduation	-with application	100.00
Credit Transcripts	-per transcript	6.00
Comprehensive Examination (Masters)	-with application	25.00

* During reimbursement period only.

V. CHANGES IN TUITION, FEES AND OTHER CHARGES

The University reserves the right to review charges and fees whenever:

1. There is an increase in educational and general expenses and/or mandatory transfers,
2. Budget projections indicate a possible increase in these costs, and
3. After careful analysis of any particular situation, the University administration determines that such changes are reasonable and justified.

VI. PAYMENTS

The total cost of tuition fees and other charges is payable in its entirety at the time of registration.

The difference between the total cost of tuition, fees and other charges and the total amount of financial aid a student receives (except for Work Study benefits) is payable at the time of registration.

Payments can be made through Money Orders, Checks (drawn to the Inter American University of Puerto Rico), cash, credit cards (Master Card, VISA, American Express, Discover) and the ATH debit card.

Payment may also be made by MasterCard or VISA, accessing the University WEB page.

VII. DEFERRED PAYMENT ARRANGEMENTS

The University grants students the privilege of a deferred payment for seventy five percent (75%) of the total cost of registration per semester, trimester or bimester upon signing a duly notarized promissory note. To be eligible for deferred payment, students must have liquidated any debts from previous academic terms. In no case shall the total amount to be defer exceed the balance of the debt after deducting the financial assistance benefits or loans.

The Chief Executive Officer of the academic units may, in exceptional cases, increase the percentage of the deferral if it is understood to be beneficial for the Institution, and after analysis that concludes that there is reasonable certainty that the debt will be paid.

The payment of the deferred total cost of tuition, fees and other charges of a semester becomes due seventy-five (75) days after first day of class, forty-five (45) days in the case of trimesters, and thirty (30) days in the case of bimesters. The deferred amount for a semesters is due in a maximum of three (3) equal installments, whereas for a trimester it will be two (2) equal installments, and only one installment payment in a bimester.

The award of a deferred payment carries a fee to cover part of the administrative expenses of this service. There will be a charge of five percent (5%) on an installment that is not paid on its due date.

It is the responsibility of each student to know when payments are due and make arrangements accordingly.

Students who do not meet their financial commitments by the due date will be suspended, withdrawn from classes, and will not receive a grade in courses in which they have enrolled. They will also lose their rights to receive University services until their debts are removed in accordance with the Federal and Puerto Rican regulations.

THERE IS NO DEFERRED PAYMENT PLAN DURING THE SUMMER SESSIONS, except by the expressed authorization of the Vice President for Management, Finance and Systemic Services. This deferred amount must be paid within thirty (30) days from the last day of classes of the summer session in which the deferment was awarded.

VIII. DEBTS FOR OTHER REASONS

When a student or former student of the University is in debt to the University for any cause other than that of a deferred payment as explained in the current Catalog, independently of any payment plan granted or any collection procedure that may be or has been initiated, they will lose their rights to receive University services until the debt is paid in full.

Students transferred from another University or College who has debts with any of the federal financial aid programs will not be eligible for financial aid at this University.

IX. ADJUSTMENTS AND REIMBURSEMENTS

PARTIAL WITHDRAWAL

Per semester, trimester or bimester:

100% of the cost of the credits and laboratory fees (not including other fees) dropped before the start of classes.

75% of the cost of the credits and laboratory fees (not including other fees) dropped during the first week of classes.

50% of the cost of the credits and laboratory fees (not including other fees) dropped during the second week of classes.

THERE WILL BE NO REIMBURSEMENT AFTER THE SECOND WEEK OF CLASSES.

These adjustments will be applicable to students who pay the total cost of their tuition in CASH.

FEES AND OTHER CHARGES ARE NOT REFUNDABLE AFTER CLASSES BEGIN.

Per summer session:

100% of the cost of the credits and laboratory fees (not including other fees) dropped before the start of classes.

75% of the cost of the credits and laboratory fees (not including other fees) dropped during the first or second day of classes.

50% of the cost of the credits and laboratory fees (not including other fees) dropped during the third or fourth day of classes.

THERE WILL BE NO REIMBURSEMENT AFTER THE FOURTH DAY OF CLASSES.

These adjustments will be applicable to students who pay the total cost of their tuition in cash.

FEES AND OTHER CHARGES ARE NOT REFUNDABLE AFTER CLASSES BEGIN.