

TUITION AND FEE POLICIES

5.1 - Billing and Collection

Updated: 8/13/2024

The billing and collection of student tuition and fees are managed by the Bursar's Office. Students not receiving adequate financial aid to pay all tuition and fees due may make monthly installments during the fall and spring terms. Accounts with an outstanding balance after the initial due date are assessed a 1.5% service charge each month a balance remains on the student account. Payments are due in the Bursar's Office on the 15th of the month. Students may view their bursar account and make credit card or e-check payments online at: <https://www.ouhsc.edu/selfserve> (<https://www.ouhsc.edu/selfserve/>).

Monthly bills are generated for students with an outstanding balance. All students with an e-mail account on the OU Health Sciences campus receive their monthly Bursar bill via e-mail. An e-bill is generated each month, provided there is activity on their account. Activity includes payments, additional enrollment charges, housing charges, athletic ticket purchases, and parking citations. Students should check their Bursar e-bill each month received from (bursar@ouhsc.edu)bursar@ouhsc.edu.

A HOLD is placed on a student's account after the first service charge of the term is assessed and will remain until the account is paid in full. A HOLD prevents future enrollment and, to the extent allowed by federal laws and regulations, the release of transcripts.

Students not having met their financial obligation to the university prior to the end of the term will be assessed a \$50.00 late fee. If tuition and fees are being paid by a third party (Army, Navy, etc.), please deliver the appropriate documentation to the Bursar's Office on the HSC campus as soon as the award is received.

It is the student's responsibility to ensure they are enrolled in the prescribed courses and to pay tuition and fees at the time designated by the Bursar's Office. Details regarding tuition/fee charges and collection are available from the Bursar's Office.

OU Health Sciences Bursar's Office
865 Research Parkway, Suite 240
Oklahoma City, OK 73104
(405) 271-2433

5.2 - Fee Waivers

Updated: 8/13/2024

According to the OUHSC Faculty Handbook (<https://ouhsc.edu/provost/documents/2017FacultyHandbook-BOR09.14.2017.pdf>) (Section 4.14), no student fee, resident or non-resident, may be assessed or waived unless by general policy or by specific authorization of the Oklahoma State Regents for Higher Education.

By Regents' approval, resident and non-resident fee waivers are granted to some students working in a graduate assistant capacity on the OU Health Sciences campus at the discretion of the department where the appointment is held and/or the student's academic department.

The student must be appointed with a minimum .25 FTE and enrolled in the required number of hours. Contact the individual department or program for availability.

5.3 - Loan and Scholarship Disbursement

Updated: 8/13/2024

Financial Aid refunds are sent to students either by direct deposit to the student's personal bank account or by check via U.S. Postal Service. Students who prefer direct deposit must set up direct deposit at: <https://www.ouhsc.edu/selfserve> (<https://www.ouhsc.edu/selfserve/>).

Students receiving any type of loans are required by Federal law to sign applicable promissory note(s) and complete the entrance interview process prior to the disbursement of the loan(s). Students receiving any type of loan are required by Federal law to complete an exit interview prior to graduation. The Financial Aid Office coordinates the exit interviews.

5.4 - Refund Policy

Updated: 8/13/2024

Refund for Cancellation Prior to the First Day of Classes

Registration may be cancelled at any time before the scheduled first day of classes without financial obligation to the University. Students that have received a financial aid disbursement for the term from which they are cancelling should contact the Financial Aid Office (<https://financialservices.ouhsc.edu/Departments/Student-Financial-Aid/>) or the Bursar's Office (<https://financialservices.ouhsc.edu/Departments/Bursars-Office/>). When enrollment is cancelled at 100%, the Financial Aid refunded will be required to be returned immediately to the University so it may be returned to the lender.

Refund for Withdrawal During First Two (2) weeks of Classes

Withdrawal from OU Health Sciences refers to dropping all enrolled courses for a given term. A withdrawal may be processed during the first two (2) weeks of a regular term or first week of a summer term without financial obligation to the University. Students that have received a financial aid disbursement for the term from which they are withdrawing should contact the Financial Aid Office (<https://financialservices.ouhsc.edu/Departments/Student-Financial-Aid/>) or the Bursar's Office (<https://financialservices.ouhsc.edu/Departments/Bursars-Office/>). When enrollment is withdrawn at 100%, the Financial Aid refunded is required to be returned immediately to the University so it may be returned to the lender.

Withdrawal Beginning at Week Three (3) of Classes

Withdrawal from classes after the first two (2) weeks of a fall or spring term or the first week of a summer term does not relieve students of their financial obligation to the University. Students will be charged 100% of the tuition and fees due to the University. Students who have received a financial aid disbursement for the term from which they are withdrawing may be required to return a portion of their financial aid in accordance with federal regulations. Students should contact either the Financial Aid Office (<http://financialservices.ouhsc.edu/Departments/Student-Financial-Aid/>) or the Bursar's Office (<http://financialservices.ouhsc.edu/Departments/Bursars-Office/>) for assistance.

Students withdrawing after classes begin should initiate their withdrawal by meeting with their Student Academic Affairs official. Graduate

students should initially contact their department, and special students or auditors should contact OU Health Sciences Recruitment and Admissions. Students will be required to obtain the Financial Aid Office's approval before the withdrawal may be processed.