

2009-2010 Course Catalog

The University Of Montana

Fees

General

The student expense information provided in this catalog is based upon the rates for the 2009-10 academic year. Current information may be obtained by contacting Business Services, Lommasson Center, The University of Montana-Missoula, Missoula, Montana 59812. The phone number is 406-243-2223 or visit our website at <http://www.umt.edu/bussrvcs/>. The Board of Regents reserves the right to adjust fees at any time.

Students are encouraged to have funds on deposit in a Missoula bank for fees, board, room and other necessary expenses and be able to write a check for the exact amount during registration periods. Foreign and Canadian checks are not accepted. Canadian money is discounted. Credit card payment is accepted using VISA, and Mastercard. A student's registration is not complete until fee payment/finalization has been processed.

Fee Schedule

The fee schedules shown are for the 2009-10 academic year. Students with WUE residency, graduate students, law students, unsubsidized residents, post baccalaureate and summer students will find different fee schedules applied. Contact Business Services of visit www.umt.edu/bussrvcs/ for more information. These fees may change without notice.

Students enrolled for 6 credits or fewer have the option of paying an additional amount to cover the ASUM activity fee, campus recreation fee, health service, and athletic fee.

Permission is required by the undergraduate student's faculty advisor to register for more than 21 credits. Audited courses are assessed the same fees as courses taken for credit.

See complete fee tables at <http://umt.edu/bussrvcs/studentacctserv.htm>

Fee Schedule Explanation

ASUM Fees

Activity Fee* -Supports the operations of the Associated Student of the University of Montana (ASUM) and its committees to enhance student campus life. This fee entitles students to use ASUM services (legal services, day care, tutoring services, etc.), provides support to ASUM activities, allows students to vote in student government elections, and receive reduced rates to programming events.

Kaimin Fee - This fee supports the publishing of the campus student newspaper.

Radio Fee - This fee supports the student radio station on campus.

Recycle Fee - This fee supports the student recycling program on campus.

Athletic Fee* - This fee entitles students access to athletic events and also supports athletics facilities and operations.

Campus Recreation Fee* - This fee is used to maintain and operate the recreation supports facilities and programs of the Campus Recreation Department. It allows students to use the Campus Recreation facility and, at certain times, the Grizzley Pool at no charge.

Equipment Fee - This fee is for the purchase, lease, and maintenance of equipment which provide a primary benefit to educational programs, including the library.

Facilities Fees

Building Fee - This fee services long-term debt for the acquisition, construction, and renovation of University buildings. Non-Resident students pay an additional amount which represents the portion covered by the State of Montana for resident students.

Academic Facilities Fee - This fee is used to remodel and renovate classrooms and laboratories in instructional facilities.

Health Service Fee - This is used to support the Curry Health Center (CHC) and provides student programs and medical, dental, counseling and health enhancement services during the academic year to all students. Students enrolled for six or fewer credits may receive services on a fee-for-service basis (in some CHC departments) or may choose to pay the full health service fee to obtain full-time student benefits.

Registration Fee (*non-refundable*) - This fee is applied to cover the costs associated with registering a student.

Technology Fees

Computer Fee - This fee is used to purchase and/or lease computer equipment, software, maintenance or related items which will benefit institutional programs.

Technology Fee - This fee supports the University technology infrastructure that includes acquisition, renewal, licensing, maintenance, and operations of the campus technology core and distributed systems, building level hub, switching and wiring, and the distributed email/media systems.

Transportation Fee* - This fee supports and promotes transportation options for the University community. Revenue from this fee assists with the costs associated with alternative transportation needs for faculty, students and staff that include park and ride, shuttle bus, off campus parking, etc.

UC Fees

Operation Fee - This fee supports the daily operations and maintenance of the University Center

Renovation Fee - This fee services the long-term debt related to the University Center renovation.

** Indicates that for an additional fee, students taking 6 or less credits or College of Technology students may obtain the same full benefits and services as a full time student.*

Other Course Fees

The Board of Regents may approve additional fees at any time. Fees frequently are assessed for selected courses in subjects such as: Accounting Technology, Art, Biology, Biochemistry, Building Maintenance Engineering, Business, Chemistry,

Computer Technology, Culinary Arts, Curriculum and Instruction, Dance, Diesel Equipment Technology, Drama, Educational Leadership, Electronics Technology, Forestry, Geology, Health and Human Performance, Heavy Equipment Operation, Journalism, Legal Studies, Mathematics, Metals Processes, Microbiology, Military Science, Music, Nursing, Pharmacy, Physical Therapy, Resource Conservation, Respiratory Therapy, Science, Secretarial Technology, Small Engines, Surgical Technology, Truck, Welding, and Wildlife Biology. This listing may not be all-inclusive and does not preclude a specific fee from being assessed. Special fees are assessed for extended field trips in various departments. An Educational Service Fee is charged for the off-campus M.B.A. and M.P.A. programs.

A fee is charged for cooperative education internships. Purchase of supplies, equipment, or tools may be required by certain programs.

Law School Fees

The proposed 2009-10 School of Law fees for 15 credits are approximately \$2903 for autumn and \$2883 for spring for an in-state student and \$8601 for autumn and \$8581 for spring for an out-of-state student. The Health Service fee is included. Health Insurance coverage is available to students for an additional charge.

Law Special Fees

All persons who apply for admission to the School of Law must pay an acceptance fee of \$300.00 (\$150.00 is refundable if written notice is received by the due date if student does not want to attend) which is applied toward payment of fees upon entering and attending the School of Law in the semester for which application was made.

In addition to the above fees, Law School students must pay an additional \$145.00 per credit per semester. The amount is applied to instructional costs.

All law students are assessed a \$26.00 law activity fee for autumn and a \$6.00 law activity fee for spring.

Continuing Education and Summer Programs

Fees, room and board costs for Summer Programs and fees for registration in Continuing Education are contained in separate publications. These publications can be obtained by contacting Continuing Education and Summer Programs, The University of Montana-Missoula, Missoula, MT 59812 or by visiting our website at www.umt.edu/ce.

Refund for Withdrawal from the University

If a student decides to withdraw from classes, the student should contact The University of Montana Registrar's Office in Griz Central, located in the Lommasson Center, and complete a withdrawal form to begin the official withdrawal process. This procedure will enable The University of Montana to prorate the fees assessed based upon the official date of withdrawal. Students must be attending classes to remain eligible for Federal Financial Aid. If a student drops courses, stops attending classes or withdraws from The University of Montana, The University and/or the student may be required to return federal funds awarded to the student. It is very important for students receiving Federal financial aid to contact Business Services prior to withdrawing. If a student officially

withdraws during the first fifteen days of class, the tuition and fees will be re-assessed for the semester based upon the official date of withdrawal.

** Students who desire to continue the Blue Cross Health Insurance must contact the Curry Health Center prior to withdrawal. Otherwise the insurance premiums will automatically be refunded and coverage will be lost.

A student's official withdrawal date is determined by:

- the date the student began the institution's withdrawal process or officially notified the institution of intent to withdraw; or
- the midpoint of the period for a student who leaves without notifying the institution; or
- the last date of attendance by the student at a documented academically related activity.

Students who withdraw from The University will receive pro-rated assessment of tuition and fees according to the following schedule.

	Before classes begin	1st Week	2nd Week	3rd Week	4th week or Later
Registration	none	none	none	none	none
Tuition/Fees	100%	90%	75%	50%	none
Radio/Trans Fee	100%	90%	75%	50%	none
Activity Fee	100%	90%	75%	50%	none
Athletic Fee	100%	90%	75%	50%	none
Kaimin/ Recycling	100%	90%	75%	50%	none
Campus Rec.	100%	90%	75%	50%	none
Health Services	100%	90%	75%	50%	none
Blue Cross Ins. **	100%	100%	100%	100%	none
Other Fees	varies	varies	varies	varies	varies

Charges for room and board will be re-assessed on a pro-rated bases. During the final two weeks of the semester, room charges will not be re-assessed. Student who do not formally and completely withdraw are not eligible for a refund. The University of Montana will reassess the tuition and fees for students using the Deferred Payment Plan if the student officially withdraws during the first fifteen days of a semester. However, the student may still owe a balance to the University.

Return of Title IV Funds (Federal Financial Aid)

The University of Montana Refund Policy exists for calculating the refund of institutional charges. The federal "Return of Title IV Funds" formula dictates the amount of Federal Title IV aid that must be returned to the federal government by the University and the student. The federal formula is applicable to a student receiving Title IV Funds if that student withdraws on or before the 60% point of time in the semester. The student may also receive a refund of some institutional charges through The University of Montana's refund policy.

The federal formula requires a return of Title IV aid if the student received federal financial assistance in the form of a Pell Grant, ACG Grant, SMART Grant, Supplemental Educational Opportunity Grant, Federal Perkins Loan, Federal Stafford Loan, or a PLUS loan and withdrew on or before completing 60% of the semester. The percentage of Title IV aid to be returned is equal to the number of calendar days remaining in the semester (effective on the official withdrawal date) divided by the number of calendar days in the semester (scheduled academic breaks of five consecutive days or more are excluded). After all Title IV aid return requirements have been satisfied, remaining credit balances will first be applied to satisfy outstanding University tuition, fees, and institutional charges. Any remaining credit balances will then be refunded to the student.

Once you have completed more than 60% of the semester, you have earned all (100%) of your assistance. If you withdraw from The University of Montana before completing 60% of the semester, you may have to repay any unearned financial aid funds that were already disbursed to you. Please contact staff in The University's Business Services Department, located in Griz Central, if you have any questions about refunds or the calculation of refund amounts.

Distribution Priority for Return of Title IV Funds

1. Unsubsidized Federal Stafford Loan
2. Subsidized Federal Stafford Loan
3. Federal Perkins Loan
4. Federal Graduate PLUS Loan
5. Federal Parent PLUS Loan
6. Federal Pell Grant Program
7. ACG Grant Program
8. SMART Grant Program
9. Federal SEOG Program
10. Other Title IV Aid
11. Other Federal, State, Private, or Institutional Aid
12. The Student

Hardship Withdrawal Policy

Hardship withdrawals may be granted to students who experience a catastrophic unanticipated condition or event after the fifteenth class day of a semester if the condition prevents the student from completing academic course work. If medical, this must be documented by a health care provider and verified by the Curry Health Center. A medical hardship withdrawal will only be granted in cases of extreme hardship resulting from a serious or life threatening medical condition. In order for a student to receive a hardship withdrawal from The University of Montana, the student must contact the Registrar's Office (non-medical) or the Curry Health Center (if medical) to start the hardship withdrawal process. Upon approval of a hardship withdrawal, the Registrar will enter the appropriate withdrawal information on the student's academic record. A student receiving a hardship withdrawal will be eligible for a tuition waiver equal to the currently paid amount for the first semester of re-enrollment after a hardship withdrawal has been approved, for up to two (2) years, if the student meets the following criteria:

1. Is a degree seeking student, and

2. Is either a resident or non-resident student, and
3. Is a continuing student, and
4. Is maintaining satisfactory progress based upon The University of Montana's scholastic regulations.

Business Services will calculate the tuition waiver amount for all approved hardship withdrawals and will notify the Financial Aid Office of the tuition waiver amount. Upon re-enrollment, the Financial Aid Office will establish a tuition waiver for the eligible student's tuition equal to the pre-determined amount.

Students withdrawing during the first fifteen class days of a semester for medical reasons should contact the Curry Health Center in order to maintain the health insurance coverage. Otherwise, the medical insurance premiums will be automatically refunded and coverage will be lost.

The hardship withdrawal process is not the appropriate venue to resolve or petition academic matters. Such concerns must be addressed in the student's respective department, school, or college. In addition, the hardship withdrawal process is not an alternative means to drop classes after the normal drop date, to remove unwanted grades, or preclude resulting academic/financial aid actions (warning, probation, suspension, etc.)

Other Costs and Policies

Late Registration

A student who does not complete registration, including payment of fees or finalizing via Cyberbear.umt.edu, during the scheduled registration period (see current Schedule of Classes) is assessed a late registration fee of \$40.00. After the fifteenth class day, a petition is required to register and, if approved, an additional \$80.00 will be assessed.

Returned Checks

A charge of \$15.00 will be assessed on checks (paper or electronic) returned from the bank. Any check tendered in payment of registration fees and not honored by the bank upon which it is drawn may result in cancellation of a student's registration. The student will be assessed the late registration fee of \$80.00 maximum in addition to the \$15.00 service charge.

Fee Policy on Drop/Adds

Students must pay for all courses for which they are enrolled at registration. However, within the first fifteen class days, they may drop or add courses. The courses for which students are enrolled on the fifteenth class day will determine any fee adjustments (see fee schedule) or financial aid adjustments. Beginning the sixteenth class day, courses dropped will not result in a reduction of fees but courses added will increase credit hour enrollment and may result in an additional charge. Payment is due at the time courses are added.

Drop/Add Processing Fee

A \$10.00 processing fee will be charged for each course that is added or dropped after the fifteenth instructional day. See the summer class schedule for summer session deadlines.

Deferred Payment Plan

The Montana University System Board of Regents has authorized a Deferred Payment Plan for students who are unable to pay their bill at the time of finalization for the current term. Students' whose accounts are in good standing, have completed a FASFA form for the current year, and are not able to secure other reasonable lines of credit through private financial institutions will be eligible. The plan provides for the payment of at least one third of the total fees along with a \$30.00 administrative charge at the time of registration, payment of one third approximately 30 days after registration and payment of the full balance approximately 60 days after registration. Registration, tuition, Health Service, Activity, Kaimin, Recycling, Academic Facilities, Computer, Equipment, Athletic, Campus Recreation, Radio, University Center and Building Fees, and Residence Halls and Dining Service charges less any Financial Aid may be deferred. The signing and adherence to the terms and conditions of a promissory note will be required and no fees may be deferred by any person who owes the University any fees, fines, loans or other charges or who has previously deferred fees and failed to make timely payments. A \$15.00 fee will be assessed each time a payment is late. This plan is not available for the summer session.

Monthly Bill Statements

Monthly bill statements will be mailed to the student's current mailing address displayed in Cyberbear. In addition, an electronic notification will be e-mailed to their official University of Montana e-mail account (<http://grizmail.umt.edu>). It is the student's responsibility to check their mail and official University of Montana e-mail account for these statements and notices. Payments for billed amounts are due by the due date indicated on the statements and electronic message. Failure to make timely payments will result in an interest charge assessed on balances not paid in full by the following monthly billing. Payments can be made (1) online in Cyberbear; (2) at the cashiers station located in Griz Central (2nd floor Lommasson Center); or by mailing payments to Student Accounts, Business Services, The University of Montana, 32 Campus Drive #2304, Missoula, MT 59812-2304.

Non Payment

A student who owes regular fees and charges including room and board or has an overdue debt owed to the University for any fees, fines, or other charges will not be able to register, secure any transcript or record, or access any University facilities or services until the full amount due has been paid or satisfactorily resolved with Business Services. Interest may be charged at the rate of 10% on the balance due from the day after the due date until the full amount has been paid and any attorney's fees or other costs or charges necessary for the collection of the amount owed may be added to the balance due.

Determination of In-State Fee Status

The Montana University System classifies all students as either in-state or out-of-state. This classification affects admission decisions and fee determinations. The basic rules for making the classification are found in Board of Regents' Policy. It is each student's responsibility to secure and review a copy of the policy. Failure to be aware of the rules will not be cause for granting any exceptions to them. A copy of the policy is available from the Admissions Office or the Registrar's Office. It is important to bear in mind that each residency determination is based on the unique set of facts found in each individual's case. Students participating in the Western Undergraduate Exchange or the National Student Exchange programs are not eligible to gain residency. If you have questions concerning your particular case, be sure to contact the unit to which you are applying for admission or at which you are already enrolled. Generally, the Admissions Office or the Registrar's Office will be able to assist you.

With certain exceptions, in order to be eligible for in-state status, a person must meet a 12-month durational residency test. You will have to demonstrate a bona fide intent to become a Montana resident. The 12-month period does not start until some act indicative of an intent to establish residency is taken. Mere presence in Montana, enrollment at a unit or rental agreements will not serve to start this period. Sufficient acts to start the period are registration to vote, obtaining a Montana driver's license, registration of a motor vehicle in Montana, purchase of a home in Montana or filing of a resident Montana tax return. The 12-months must be completed by the 15th instructional day to qualify for that term.

Your actions during the 12 month waiting period will be used to determine whether you are in the state as a bona fide resident or merely for educational purposes. The decision on your residency will not generally depend on just one factor. The following are the things you need to do that will support a claim of bona fide residency.

1. Register to vote if you are a voter
2. License a vehicle if you operate one in Montana
3. Obtain a driver's license if you drive
4. Be physically present in Montana, not out of the state of Montana, for more than a total of 30 days
5. Can Not be claimed as a tax exemption by residents of another state or file taxes as a resident of another state
6. Provide at least 51% of your own financial support (this means you will need to document to us that you have contributed approximately \$6000 towards your support during the twelve month waiting period)
7. File a Montana resident income tax return (this is important for all who claim residency in Montana, regardless of the amount of earnings)
8. Only register for six (6) credits or less per semester (including summer school) during the twelve month waiting period. Registering for more than 6 credits creates a strong presumption that you are here for educational purposes, and may disqualify you from achieving in-state status.

Be certain to secure the Board of Regents residency Policy and questionnaire from the Registrar's Office in the Lommasson Center 201 or at the Registration Counter in Griz Central . At the end of your twelve month waiting period you must complete the residency questionnaire and attach copies of your driver's license, vehicle registration,

voter's registration and proof of your earnings for the twelve months and return it to the Registrar's Office for review. This documentation can be submitted to the Registrar's Office up to 30 days in advance of the petitioners start date and not later than the 15th instructional day of the semester for which the status is sought. When a student petitions or meets the requirements after the 15th instructional day, a change in classification, if granted, will not be retroactive and will become effective for the next term. Reclassification is not automatic and will not occur unless the individual so petitions. It is the student's responsibility to meet any filing deadlines that are imposed by the appropriate unit of the System. All students should check with the appropriate office to determine the time limits for filing. The appeal process is given in the Regents' policy.

Costs of On-Campus Services

Housing and Dining Services

Students living in University residence halls are required to contract for a meal plan with Dining Services. Room and board rates are the same for in-state and out-of-state students. Occupants may select any meal plan to obtain the number of meals preferred and choose from a variety of room options.

Students who are approved to move out of the residence halls and terminate their meal plan contract will receive a prorated refund based upon the days remaining in the semester less the cancellation fee.

Residence Halls

Rates subject to change

2008-09 room rates in University residence halls are: Autumn/Spring Semesters per semester

	Per Semester
Double Room	\$1,404.00
Single Room	1,607.50
Double as Single	1,703.50
Pantzer Suite	2,001.50
Miller Suite	1,847.50

Rates include \$6.00 per semester social fee.

Early arrival prior to opening day costs an additional \$16.00 per day.

Lewis and Clark Village

Rent is \$384.00 per month per person regardless of which size apartment you are assigned to. Each resident will be responsible for their own rent payment. Residents may choose to pay either by the semester or by the month. Rent includes a furnished apartment with all utilities paid including cable TV. You must make your own arrangements for telephone service.

Dining Services

Dining Services meal plan prices 2008-2009 academic year.

*The prices below are subject to approval by the Board of Regents and may change.

Meal Plan	Autumn/Spring Semester
All Campus	\$1,650.00
Lommasson Plus	\$1,450.00

Students living in residence halls are required to contract for one of the two meal plans. All meal plans are available to off-campus students, faculty and staff.

University Villages

Rates subject to change

University Villages housing is available. An application together with \$20 processing fee should be submitted to University Village Office, Elkhorn Court, Missoula, MT 59801. A \$250 deposit will be required when apartment is assigned.

Housing Apartment Rates (monthly)

	Craighead and Sisson (All Utilities paid)	Elliot (Tenant pays Heat & Elec.)	Toole (Tenant pays Heat & Elec.)
Studio	\$552.00	\$311.00	\$432.00
1-Bedroom	492.00	371.00	517.00
2-Bedroom	629.00	460.00	624.00
3-Bedroom	707.00	212.00	707.00
4-Bedroom	745.00		

Note: These rates are monthly and effective July 1, 2007 through June 30, 2008. All rates include cable TV, water, garbage, and sewer. Tenants are responsible for telephone service and utilities.

Vehicle Registration Fee

All vehicles parking on campus must display current campus vehicle registration between the hours of 7:00 a.m. and 5:00 p.m. Monday through Friday year round. Students, staff or faculty may purchase window or hanger decals for \$175 a year. Students have the option of purchasing semester decals for \$87.50. Reserved parking is available on a first come, first serve basis for \$525 a year. Car pools of three or more commuting drivers may register for \$10 per person for the year.

Motorcycles are issued decals at \$34 per year. Day passes, all day parking for \$3.00, may be purchased from the Office of Public Safety or the University Center and are valid in all "A" decal required lots only. Hourly pay parking is available for \$.75 per hour. The above prices are subject to change pending approval by the Board of Regents.

Partial refunds on decal are available only until the last day of semester late registration. No refunds will be given on motorcycle, car pool or half semester registrations.

If a vehicle is sold, transferred or destroyed, the parking decal must be removed and returned to the Office of Public Safety for replacement. There is a \$10 replacement fee for all decals lost, stolen or not returned.

Other Campus Services

On campus there are other services provided such as the swimming pool, laundry facilities, locker rental, a full service bookstore, prescription pharmacy, testing programs, etc. The rates charged for these services are too varied to present in this publication. If more information is required concerning these services, contact the department providing the service.

Veterans' Benefits for Education Assistance Under Public Law 95-202 and Public Law 815

For Veteran information visit <http://www.umt.edu/veterans>.