



# Undergraduate Catalogue 2018 – 2020

## Addendum

Corrections and Updates as of: 10/2019

This addendum contains requirements, regulations, facts, and descriptions which are subject to change at any time. The University specifically reserves the right and authority to alter and amend any and all statements contained herein.

The educational policies and procedures are continually reviewed and changed in keeping with the educational mission of the University. Consequently, this document cannot be considered binding and is intended to be used only as an informational guide. Students are responsible for keeping informed of official policies and regulations and for meeting all appropriate requirements. Current information is available at the Office of Records and Registration and in other appropriate offices.

## FEES AND EXPENSES

Tuition and fees are likely to increase annually.

### Basic Tuition Fees Per Academic Semester

	PA Resident	Non-Resident
<b>Undergraduate</b>		
Part-Time (1-11 sem. hrs.)	\$322.00	\$482.00
Full-Time (12-18 sem. hrs.)	\$3,858.00	\$5,787.00
Additional charge for each credit over 18 sem. hrs.	\$322.00	\$482.00
<b>Graduate</b>		
Per Credit Hour	\$516.00	\$774.00
Per Credit Hour Special Programs*	\$568.00	\$851.00

\*Graduate Special Program Rate applies to all concentrations in the Master of Fine Arts degree as well as the Speech Language Pathology degree.

### Basic Tuition Fees Per Summer Session

	PA Resident	Non-Resident
<b>Undergraduate</b> (per sem. hr.)	\$322.00	\$482.00
<b>Graduate</b> (per sem. hr.)	\$516.00	\$774.00
<b>Per Credit Hour Special Programs*</b>	\$568.00	\$851.00

\*Graduate Special Program Rate applies to all concentrations in the Master of Fine Arts degree as well as the Speech Language Pathology degree.

### Tuition and Fees for Students Taking Graduate and Undergraduate Courses

Students at Edinboro University of Pennsylvania are permitted and, sometimes, required to take courses at both the graduate and undergraduate level.

The following policy was adopted in Fall 2011 to establish tuition and fee charges for students who take graduate and/or undergraduate coursework at the University during an academic period.

1. a) Undergraduate students will be billed for tuition and fees at the undergraduate level.  
 b) Post baccalaureate students will be billed for tuition and fees at the graduate level.
2. a) A post baccalaureate student who is taking a combination of graduate and undergraduate coursework in a semester will be billed graduate tuition for undergraduate credits and graduate credits.  
 b) An undergraduate student who is taking a combination of graduate and undergraduate coursework in a semester whose total credit hours is eighteen hours or less will be billed undergraduate tuition for undergraduate credits and graduate credits not to exceed the full-time undergraduate tuition and fee rates.
3. An undergraduate student taking a combination of undergraduate and graduate coursework whose sum of credit hours exceeds eighteen credit hours will be billed for additional tuition at undergraduate rates.

## Advanced Tuition Deposit

An advance tuition deposit of \$100.00 shall be paid by all new undergraduate students. This deposit is required when the student is approved for admission to the University. This is a guarantee of the intention of the applicant to register at the University for the term indicated on the admissions letter. The amount of \$100.00 is deposited with Edinboro University to the credit of the student's basic fees.

Applicants who cancel their applications or fail to register following admission to the University after having paid the deposit will not receive a refund of the \$100.00 deposit or any part thereof.

## University Center Fee Per Academic Semester (Including Summer Sessions)

### Undergraduate

1-11 credit hours	\$26.75 per credit
12 or more credits	\$320.00

**Graduate-Per Credit Hour**                      **\$36.00 per credit**

## Student Activity Fee Per Academic Semester

### Undergraduate/Graduate

1-11 credits	\$18.75 per credit
12 or more credits	\$225

## Student Activity Fee Per Summer Session

### Undergraduate/Graduate

1-11 credits	\$ 18.75 per credit
12 or more credits	\$225.00

## Student Success Fee Per Academic Semester

**Undergraduate**                                      \$70.00 per semester

## Student Success Fee Per Summer Semester

**Undergraduate**                                      \$35.00 per session

## Health Center Fee Per Academic Semester

### (Including Summer Sessions)

### Undergraduate

1-11 credits	\$12.50 per credit
12 or more sem. hrs.	\$150.00

## Instructional Technology Fee Per Academic Semester (Including Summer Sessions)

	PA Resident	Non-Resident
<b>Undergraduate</b>		
1-11 credits	\$20.00 per credit	\$30.00
12 or more credits	\$239.00	\$364.00
<b>Graduate-per credit</b>	\$28.00	\$40.00

### **Instructional Service Fee**

This fee is charged to undergraduate and graduate students during each session or semester of enrollment. It replaces the special course fee (representing over 100 courses), diploma fee, diploma handling fee, thesis binding, and van fee.

Undergraduate	10 percent of tuition
Graduate	15 percent of tuition

### **Program Specific Instructional Fees (Including Summer Sessions)**

<b>BSN in Innovative Nursing/BSN in Nursing Program Fee</b>	25% of Tuition Billed per Academic Semester
<b>Master’s in Speech Language Pathology Program Fee</b>	Ranges from \$885 - \$1,410 One Time Fee Charged in the First Semester
<b>School Psychology Assessment Fee</b>	\$75.00 per Academic Semester (Except During Internship)

### **Course Specific Instructional Fees (Including Summer Sessions)**

<b>Art Fee-Applied to Courses with ART Subject</b>	5% of Tuition Billed per Credit Hour
<b>Applied Music Fee</b>	\$100.00 per course (Undergraduate)
<b>STEM Course Fee*</b>	\$30.00 per Credit Hour

\*Applied to select courses in Science, Technology, Engineering, and Math

### **Clinical Practice Placement Fee**

Fee Varies by Placement

### **Housing Per Academic Semester**

(There is no difference between undergraduate and graduate housing fees.)

Double Room, per person (2 @ room)	\$3,000.00
Double Room, per night	\$50.00
Private Room (1 @ room)	\$4,400.00
Private Room, per night	\$50.00
Guest Room, per night (up to 2 people)	\$50.00
Break Housing, per person (2 @room/week)	\$200.00
Break Housing, per person (1 @room/week)	\$295.00

**Highlands at Edinboro – Room Rates  
per Academic Semester**

Semi-Suite – Double	\$3,330.00
Semi-Suite – Single	\$4,100.00
Suite – Double	\$4,200.00
Suite – Private	\$4,500.00
Single – Studio	\$5,000.00

**Single Room Upcharge**  
150% of regular room rate

**Storage:**

Per Term	\$128.00
Per Summer	\$256.00

**Meals – Plans per Academic Semester**

	<b>Meal Plan</b>	<b>Flex Dollars</b>	<b>Boro Bucks</b>	<b>Total</b>
Food, 19 meals	\$1,435	\$300	\$25	\$1,760
Food, 14 meals	\$1,245	\$300	\$25	\$1,570
Food, 10 meals	\$1,130	\$300	\$25	\$1,455

**Block Plans:**

210 meals	\$1,550	\$300	\$25	\$1,875
175 meals	\$1,312	\$300	\$25	\$1,637
105 meals	\$922	\$300	\$25	\$1,247
60 meals	\$538	\$300	\$25	\$863
30 meals	\$270	\$300	\$25	\$595

Flex meals only (off-campus & commuters)      \$100      \$100

**Highlands at Edinboro – Housing for  
Summer Sessions (per week)**

(There is no difference between undergraduate and graduate housing fees.)

Double Suite, per person	\$200.00
Private Suite, per person	\$295.00

**Meals for Summer Housing (per week)**

Food, 14 meals	\$83.00
Food, 10 meals	\$75.00

**Housing Damage Fees**

When a student signs up for housing, the resident agrees to pay for the actual cost of damages, breakage, loss or stolen property and other unnecessary costs caused by them. Damages or loss must be reported promptly to a resident life staff member. The resulting assessed amount shall be paid to the University in accordance with established billing procedures and schedule. Residents share in the responsibility for the condition of the common areas within their assigned residence hall and may be assessed fees for damage/theft to a residence hall floor/wing or other common area that cannot be attributed to a particular individual(s).

## Application Fee

Undergraduate students applying for admission shall pay a \$30.00 fee to cover the cost of processing and admission. This initial application fee is not refundable and does not apply to other University charges. This fee is applicable for only a one-year period.

Graduate students applying for admission to the School of Graduate Studies, who had not previously paid an application fee to Edinboro University, are required to pay a \$30.00 application fee. Checks for this fee should be made payable to Edinboro University of Pennsylvania and should be submitted with the application or can be paid online with their online application.

## Correspondence Course Fee

Full standard fees are charged for correspondence courses.

## Course Audit Fee

Full standard tuition and fees are charged for course audits except for individuals age 62 or older who are on social security or equivalent retirement benefits.

## Senior Citizen Tuition Waiver

All persons age 62 or over who wish to enroll to audit an undergraduate or graduate credit-bearing course offered by Edinboro University of Pennsylvania will be given a full remission of tuition and fees for classes which have available seats. Sundry charges, as defined in the catalog, will apply as appropriate. Individuals interested in utilizing this waiver to audit classes must contact the Registrar and are scheduled one week prior to the start of the semester/term based upon seat availability. This tuition and fee waiver does not apply to courses taken for college credits.

## Credit by Competency Examination Fee

A flat administrative fee of \$50.00 per credit hour for each separate examination taken for credit is charged regardless of the number of credits.

## Late Registration Fee

A late registration fee will be charged for any undergraduate or graduate registration which occurs after the established registration date. The late registration fee is \$25.00. A \$100.00 late fee will also be charged for internships, practicum, student teaching applications or graduation applications that are submitted after their published due date.

## Life Experience Credit Charges

Fees for evaluating student life experiences with the goal of granting academic credit are as follows:

Preliminary Application Fee	\$25.00
Evaluation Fee - First Department/Each Additional Department	\$100.00/\$50.00
Life Experience Credit Hour Fee	\$25.00

## Medical Fees

There is no charge for in-patient care at the Ghering Health Center. Students who have not previously contracted with the University for meals are required to pay for meal service while they are confined in the Health Center. All fees are charged to the student accounts; no fees are collected at the Center.

Allergy injections	\$5.00
Medication/Supplies	\$3.00 - \$60.00
Physical Fee:	
Basic	\$25.00
Advanced	\$50.00
Immunizations	At cost \$15.00 - \$60.00
Women's Clinic Appointment	\$10.00
No Show Charge	\$15.00
Ghering Lab Tests	\$5.00 - \$35.00

## Medical Fees (cont.)

Records Fee	State Fee Rate
Medical Transport	Actual Taxi Cost
Tuberculosis Testing	\$10.00

The student is also responsible for the cost of a medication not stocked by the Health Center and obtained at a pharmacy by prescription written by the University physician.

## Miller Analogies Test Fee

A fee of \$75.00 is charged to students desiring to take the Miller Analogies Test. Checks should be made payable to Edinboro University of Pennsylvania.

## Waiver of Fees for Study Off Campus

Students who are taking all of their credit courses during a semester off campus (anywhere but the Edinboro or Porreco campuses) will have the Health Center, Student Activity and University Center fees automatically waived for that semester. Students who are taking credit courses on the Edinboro, Meadville or Porreco campuses during a semester must pay the Health Center, Student Activity and University Center fees at the per credit hour rate equal to the total scheduled credit hours.

Students who are taking all of their credit courses during a semester off campus who choose to access the Health Center, University Center or Student Activity services and programs (for which they would not have been billed) may be assessed the full fee.

## Special Room and Meal Arrangements

The boarding fee is mandatory for all students who reside in university residence halls; however, students who live off-campus may also take their meals at the campus dining hall. Overnight room occupancy accommodations are available to current students (emergency housing) while guest rooms may be available for approved guests. The room charge is \$50.00 for up to two people.

## Sundry Charges

In addition to the aforementioned fees for undergraduate and graduate students, other charges include:

Competency Examination	\$50.00 per credit hour
Duplicating (External/Internal)	.10/.04
Computer Lab Printing excess	\$5.00 per increment
Course Withdrawal Fee (after the drop period)	\$25.00 per course
Late Graduation Application Fee	\$100.00
Lost Key - single	\$25.00
Lost Key - master	\$75.00-\$100.00
Returned Checks	\$30.00
Library Fines	\$.25 per book per day/ inter-library loan \$1 per day
Library (lost book fees)	Replacement cost + accumulated fines+\$10.00 processing fee
New Student Transition Fee, guest meals	\$125.00/\$20.00
Payment Plan Semester Fee	\$40.00
Payment Plan Late Fee	\$15.00
Late Fee – Art Department Return of Equipment	
Per Day/Per piece of equipment	\$10.00
Late Payment Fee-Student's with no payment arrangements	\$100.00
Testing Center (Formerly Pearson Testing Center Test)	
CLEP Fee	\$35.00
Proctored Exam Fee for non-students – Per hour	\$25.00
Strong Interest Inventory	\$10.00
Vehicle Registration - per year	\$75.00

### **Sundry Charges (cont.)**

Vehicle Registration - replacement	\$25.00
Reserved Parking	\$150.00
Parking Violations	\$30.00
Parking Violations Late Fee	\$10.00
Parking Violation – Handicap Parking Zone	\$100.00
Parking Violation – Blocking Emergency Device	\$50.00
Parking Violation – Fire Lane Parking	\$30.00
Parking Violation – Illegal Parking	\$30.00
Parking Violation – No Decal/Expired Permit	\$30.00
Boot Removal	\$50.00
First Student Identification Card	\$20.00
Replacement Student Identification Card	\$20.00
Drug and Alcohol Awareness Class	\$100.00



## 18 | General Information

### **Payment of the Course, Housing, Board, University Center Fee, Student Activity and Health Center Fees**

University policy requires all charges to be paid prior to the start of the semester.

Full payment, or proof of awarded financial aid, is required to complete the registration process. The check or money order for these fees should be made payable to Edinboro University of Pennsylvania. Payments are accepted at the Student Accounts Office. Credit card and electronic check payments may be made online via eBill inside the myEdinboro portal.

Students receiving bank loans, such as Private, or Parent Loans, not already shown as an anticipated credit on their bill must provide written evidence of loan approval to the Student Accounts Office to receive recognition toward current invoice charges. Send copies of your loan approval, including the amount borrowed, with your invoice even if your current loan awards are greater than your charges.

Students who have External scholarships, military scholarships, or other types of student assistance resources must attach written evidence of such when returning their invoices in order to receive credit toward current semester charges.

Direct Student Loans require a completed Master Promissory Note (MPN) and Entrance Counseling including the borrower's signature to credit the student's account.

Students who do not pre-pay by the billing due date by check, credit card through Paypath or debit card, have proof of financial aid, provide a VA certificate of benefits eligibility or enroll in a semester payment plan will be charged a \$100.00 late fee for non-payment and a financial hold preventing future registration and access to the student's records will be placed on the account. Failure to complete the payment process and/or provide written proof of bank loans, other financial assistance or a VA certificate of benefits eligibility may result in a cancelled class schedule at the conclusion of the registration period.

eBilling is a web-based system on a secure internet site (accessed via the MyEdinboro portal). Students can allow eBill access to parents and third-parties using e-mail address (e.g., *myparent@yahoo.com*), username, and passwords. Through this exciting technology, students can also choose payments by check (ACH) and credit card via PayPath. For more information and answers to frequently asked questions, logon to ([www.edinboro.edu](http://www.edinboro.edu) keyword: *Student Accounts*).

### **Delinquent Accounts**

No student shall be enrolled, graduated, or granted a transcript of their records until all previous charges have been paid.

**ALL FEES AND REFUND POLICIES ARE SUBJECT TO CHANGE UPON APPROVAL OF THE COUNCIL OF TRUSTEES OR THE PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION, AS APPROPRIATE**

## 31 | Academic Affairs Information

### Simultaneous Degrees

A student who wishes to earn **two undergraduate degrees** simultaneously at Edinboro University shall complete the Simultaneous Dual Degree Request for Undergraduate Students form (available in Hamilton Hall and online at the Edinboro Records and Registration website) at least one calendar year prior to the student's anticipated graduation date.

Pursuant to PASSHE Procedure/Standard 2018-34, a student who simultaneously meets all of the degree requirements for two undergraduate degrees may obtain two degrees, subject to the following rules and procedures:

1. The student must earn a minimum of 120 credit hours total. Note that, in order to meet the degree requirements of certain combinations of undergraduate programs, the student may have to earn more than 120 credit hours.
2. The student will be assigned an academic advisor for each degree program.
3. The student, with the student's assigned academic advisor or chair from each program, will develop a plan of study for completing each degree program, based on each program's regularly scheduled rotation of courses. Each plan will be approved by the student's academic advisor for that program and the dean of that program.
4. For record-keeping purposes only, the student, on the Simultaneous Dual Degree Request for Undergraduate Students form, shall designate one of the degrees as the "first" degree and one as the "second" degree. Designating one degree "first" or "second" does not make one degree of greater or lesser significance than the other.
5. A student's academic transcript will list both degrees, while the student will be issued two diplomas, one for each degree earned.
6. When applying for graduation, the student will clearly indicate that the student is applying to be awarded two degrees.
7. A student who completes the requirements of more than one concentration *within a single degree program* (for example, a student pursuing a BFA in Studio Arts who completes all of the requirements of concentrations in Ceramics and Painting) has completed a "dual concentration" and has earned a single degree, not two degrees. A student wishing to pursue more than one concentration within a single degree program must complete the Concentration Request Form. Note that a student who is pursuing two separate undergraduate degrees simultaneously (e.g., a BS in Mathematics and a BS in Computer Science) may declare concentrations within those degrees (e.g., Actuarial Science and Network and System Administration) and still earn two degrees.
8. If a student wishes to earn *more than* two degrees simultaneously, the student must obtain permission from the dean or deans of the degree programs.
9. If a student no longer wishes to pursue two degrees simultaneously, the student must so notify the Registrar in writing.

## Quality Assurance Technician Certificate

This Quality Assurance certificate program will introduce students to the concepts and procedures involved with maintaining a consistently high level of quality in manufactured products. The curriculum will focus on the planned and systematic activities implemented in a quality system so that quality requirements for a product or service fulfill the goals of the manufacturer and the customer. Students will understand the systematic measurement, comparison with a standard, monitoring of processes and an associated feedback loop that confers error prevention. Methods for establishing and implementing regulations and guidelines for quality and safety are introduced as well as essential quality tools and when it is appropriate to use them. The program is offered during evening hours, and is designed to be completed in two or more semesters followed by a three-hour internship in quality assurance working directly in their field.

I. Course Requirements 15 sem. hrs.

MATH 104	Finite Mathematics (3)
CSCI 104	Essential Computing I (3)
MFGT 201	Introduction to Quality Control (3)
ENGR 201	Engineering Graphics and Design (3)
MFGT 296	Internship in Manufacturing (3)

## 199 | Course Descriptions

**COMM465      MANAGING CONFLICT      3 sem. hrs.**

This course addresses problems of managing conflict in interpersonal, group and institutional contexts. Students learn theories of conflict and strategies for negotiation and mediation. The course takes up social and psychological factors on conflict, conflict management styles, anger management practices, assertive behavior, attitude adjustment, and meanings of peace. Prerequisites: **COMM290, COMM340, and enrolled in Conflict Minor.**

**PHIL405      CONTEMPORARY PHILOSOPHY      3 sem. hrs.**

This course examines some of the most important works of some of the most influential philosophers since 1900. This course is approved for General Education - Distribution 1.