

## Fees

### Fee Payment Deadlines

**Pay your fees no later than the scheduled drop for non payment date to avoid losing your classes. The drop for non-payment schedule may be found on the Important Dates and Deadlines section on pages 3-4.**

**If fees are not paid by the drop date, you will be dropped from your classes, and any waitlisted section.** However, if the CCPG covered your enrollment fee but you still owe the health, student service or student representation fees, you will not be dropped from your classes. You will, however, be flagged with a debt. If you decide not to attend after registering, please drop your classes immediately.

Once classes begin, all students are required to pay fees the day they register. Students who register

### 2019-2020 Fees and Expenses

<b>Enrollment Fee</b>	<b>\$46/unit</b>
International Student Tuition*	\$282/unit
Out-of-State Student Tuition*	\$282/unit
Nonresident Student Tuition*	\$282/unit
Class Pass Fee (All Students)	
Fall & Spring—Full-time	\$7
Fall & Spring—Part-time	\$6
Winter & Summer—Full-time	\$4
Winter & Summer—Part-time	\$3
Health Service Fee (All Students)	
Fall & Spring	\$20
CCPG Students	\$15
Winter & Summer	\$17
CCPG Students	\$12
Parking Fee	
Fall & Spring	\$54
Winter & Summer	\$27
Student Service Fee	
Fall & Spring	\$15
Winter & Summer	\$10
Student Representative Fee	
Fall & Spring only	\$2

\* International, nonresident and out-of-state students pay tuition and enrollment fees.

**Fees are subject to change.**

any time on or after **the start of the term** will not be dropped for non-payment, but will be responsible for any fees incurred. Holds will be placed on students that fail to pay their fees.

### Citrus College Refund Procedures

All classes have three class drop deadlines: the “Refund” deadline, the “Drop without Record” deadline and the “Official Withdrawal” deadline. To be eligible to receive a refund, you must drop your classes by the refund deadline. Deadline dates vary according to the beginning and ending dates of each class. Please see the refund deadline dates posted on the Admissions and Records web page under the heading **Deadline Dates** at <http://www.citruscollege.edu/ar>.

It is the student's responsibility to return the student service fee sticker before the refund deadline(s). Failure to do so will change the amount of your refund.

### Refunds

All refunds will be issued by check and students do not need to fill out a form; it's mailed to the student automatically. Your check will be mailed to the address you have on file with the Admissions and Records Office. **Please inform the Admissions and Records Office immediately if you have any address changes or corrections (this includes any apartment number changes). Failure to do so will delay your refund.** All refunds are subject to approval by the Citrus Community College District.

### Financial Obligations

Citrus College will withhold grades, transcripts, degrees, registration privileges or any combination thereof from any student or former student who has failed to pay any financial obligation due the college (e.g. returned check, unpaid registration fee, etc.). The fee hold on a student's record will be released when the student satisfactorily meets his or her debt obligation. Debts must be paid in the form of credit card, check, cash, money order, or traveler's check and additional fees may be added to all returned checks. Citrus College participates in a State collection program.

## Fees

Any unpaid financial obligation, once submitted to the State for collection, is subject to 133% of the amount owed to the college. The State assesses a 33% penalty for all student debt submitted for collection. In order to avoid the 33% penalty, it is important that students pay any outstanding balance on their account.

### Student Service Fees

The Student Services Fee may be waived prior to payment by obtaining a waiver from the Student Affairs Office. This form must be turned in to the cashier in the Student Service Building, so it can be posted to the student account.

If you wish to obtain a refund after paying the Student Services Fee, you must obtain a refund request form from the Student Affairs Office. This form must be turned in to the cashier in the

Student Service Building, so it can be posted to your account.

Refund forms must be submitted before the refund deadline. Waiving or receiving a Student Services Fee refund makes a student ineligible for the benefits associated with this fee.

### Health Fee Waivers

The Health Fee may be waived only for those students whose religious beliefs require that they rely solely on prayer for healing. In order to receive this waiver, a student must present valid documentation of his or her membership in a religion recognized as demanding compliance with this requirement to the Office of Student Affairs. CCPG students pay a required reduced fee.

## Online Education

### What Is Online Education?

Online Education (OE) provides students who have schedule, distance or physical limitations an opportunity to access college-level courses online.

### Offers Flexibility and Convenience

OE classes have the same content as regular classes; they are simply presented in a different manner. For most courses, students are required to take exams and do homework, just like a traditional course, but there is limited or no classroom time.

### Hybrid Courses

A hybrid course is one that is delivered both in the classroom and online. Attendance requirements vary with each class.

### Who Should Take an Online Course?

Anyone can take a OE class. Online classes are a great alternative for students who are unable to come regularly to the campus or who, for scheduling reasons, want to combine online and traditional classes.

### How Can I Succeed as an Online Student?

A successful online student is:

- Self-motivated
- Organized
- Able to follow written directions and schedules
- Proactive about contacting their instructors. Take this self-assessment to determine if a online education class is a good fit for you:

<http://www.sierracollege.edu/distance/celearning/help-center/getting-started/readiness-assessment.php>

\*Used with permission from Sierra College

Successful online students are also computer literate and are able to:

- Access the Internet;
- Send and receive e-mail;
- Send and receive attachments;
- Participate in chat rooms, discussion boards, and instant messenger systems;
- Read and follow directions on a website.

### How Can I Learn More About Online Education?

- Visit <http://www.citruscollege.edu/oe> and take the OE online orientation.
- Select the session you are interested in attending and view what is being offered.
- Contact the OE office at 626-914-8831.

### How Do I Get Started?

1. You must be admitted to Citrus College as a student. Apply at <http://www.citruscollege.edu/ar>
2. Activate your student e-mail account at <http://outlook.com/student.citruscollege.edu> You cannot access information or communicate with instructors without it.