

GRADUATE DESCRIPTION OF FEES

The Board of Trustees of Youngstown State University has pledged to make every effort to keep the required fees as low as is consistent with providing quality education. It is intended that fees not be adjusted more often than annually and that fee changes be announced in the spring or early summer. The Board of Trustees does, however, reserve the right to change any fee, charge, or fine without notice if conditions warrant.

Fees

INSTRUCTIONAL FEE

This fee is assessed to all graduate students each term. This fee supplements the state subsidy and is a source of revenue for the University's educational and general fund.

GENERAL FEE

This fee is for non-instructional services such as Kilcawley Center, intercollegiate athletics, intramural sports, performing artists and lecture programs, and student government.

INFORMATION SERVICES FEE

This fee is applied on a per-credit basis to provide information technology infrastructure and services across campus, including the new Student Information Systems, wireless connectivity, classroom technology, and a continuous strengthening and securing of the computing and networking environment. It provides support for technology enhancements and initiatives contained within the IT Master Plan, supporting the vision to keep pace with an evolving, interactive, student-centered and collaborative electronic learning environment.

NON-RESIDENT TUITION SURCHARGES

Those students who are not legal residents of Ohio must pay a surcharge in addition. Students who are residents of the Affordable Tuition Advantage area pay a lesser surcharge than students who are legal residents of other states and/or areas. The Affordable Tuition Advantage area includes the counties of Allegheny, Armstrong, Beaver, Butler, Clarion, Crawford, Erie, Fayette, Forest, Greene, Indiana, Jefferson, Lawrence, Mercer, Venango, Warren, Washington and Westmoreland counties in Pennsylvania; Chautauqua County in New York; and Brooke, Hancock, Marshall, and Ohio counties in West Virginia.

AUDITED COURSES

Students may audit courses (i.e., register to take a course without receiving credit). The fee for auditing a course is the same as if the course were taken for credit.

COURSE BOOK AND SUPPLY FEE

This fee represents the cost for electronic materials such as eBooks that are used in designated course(s). This fee is non-refundable after the 100% tuition refund period and cannot be appealed.

CREDIT BY EXAMINATION FEE

A fee is charged for each course for an individual examination provided by an academic department to determine whether a student can be given academic credit for his or her knowledge of the course material. The fee must be paid before the test can be taken. This fee is charged on a per-credit basis.

DISTANCE EDUCATION LEARNING FEES

This fee is to offset the cost of technology and support needed to support fully online programs.

GRADUATION FEE

This nonrefundable fee is assessed when students apply to graduate to cover costs associated with graduation. If a student defers graduation and has paid the fee, the payment remains valid for the two academic terms following the term of application. Should a student graduate with more than one degree at a time, the fee will only be charged once.

GRADUATE CONSORTIAL PROGRAM MFA

The Northeastern Ohio Universities Master of Fine Arts in Creative Writing is offered in a consortium of the four public universities of Northeast Ohio: the University of Akron, Cleveland State University, Kent State University, and Youngstown State University. The partnership program aligns with the missions of all four institutions to offer graduate programs that meet clearly defined regional needs. The hourly tuition rate is calculated annually based on the highest general fund and the highest instructional fee between the four institutions, approved by the fiscal representatives, and approved by the board of trustees at each institution. The tuition collected supports the administration and the instructional offerings of the program through a revenue sharing model.

GRADUATE CONSORTIAL PROGRAM MPH

The Consortium of Eastern Ohio Master of Public Health (CEOMPH) Program is provided cooperatively by the University of Akron, Cleveland State University, Northeast Ohio Medical University, and Youngstown State University. Rates of current graduate students for each partner, the rates of other MPH programs and annual increases are considered each year. Tuition and fees are recommended annually by the Fiscal Issues Committee and approved by the Governing Counsel and the board of trustees at each participating institution. The tuition collected supports the administration and the instructional offerings of the program through a revenue sharing model.

GRADUATE WORKSHOPS SPECIAL TUITION RATES

The workshop rate is charged for workshop credit for courses taught off-site and by approved and qualified faculty who are paid by another agency.

INTERNATIONAL STUDENT CREDENTIAL EVALUATION FEE

The International Programs Office (IPO) is responsible for evaluating credentials from applicants earned at foreign high schools and universities. This fee supports the evaluation of those credentials including professional development of staff in this area. Each graduate applicant who submits credentials to be evaluated by IPO staff will be assessed this fee.

INTERNATIONAL STUDENT HEALTH INSURANCE FEE

Per YSU policy, all international students who attend YSU on an F-1 or J-1 visa and who are not sponsored by a government-related organization, are required to purchase Health Insurance. International students will be assessed this fee on their student account. YSU transfers the fee to the insurance company to provide health insurance for the individual student. The rates are set by the insurer; therefore the fee is variable and may change from year-to-year.

INTERNATIONAL STUDENT PROGRAM FEE

The International Programs Office (IPO) is responsible for providing pre-admission advising and a wide array of student services unique to the international student population. This fee will support expenses related to pre-admission advising including technology support, travel, mailing and related expenses and international student services including providing appropriate academic advising to applicants, supporting immigration advising, supporting staff professional development related to immigration regulations and admission, and providing a range of general student support services including orientation, airport pickup and international activities. Each international student who is classified as either an undergraduate or graduate student will be assessed this fee.

NURSE ANESTHETIST PROGRAM SURCHARGE

This fee is charged to graduate students in the CRNA track of the M.S.N. degree to cover costs deemed necessary for specialized equipment and training pertinent to training in anesthesia. The partnership between Youngstown State University and St. Elizabeth Health Center School for Nurse Anesthetists, Inc. outlines this arrangement. The Board of Directors of the School sets this fee and it is approved by the board of trustees.

LATE ADD FEE

Late adds will be granted on an exceptional basis only and there will be a late-add fee assessed for each course added after the add deadline. This fee is nonrefundable and cannot be appealed.

LATE APPLICATION FOR GRADUATION

Application for Graduation must be submitted within the first three weeks of the term. Applications submitted after this date will be assessed a non-refundable late fee.

LATE PAYMENT FEES

Payment of a bill received after the due date results in assessment of a late payment fee. All fees and charges billed must be paid in full. Partial payments will result in assessment of a late fee. Payment plan participants who do not pay their scheduled payment amount by the due date are also subject to assessment of a late payment fee.

LATE REGISTRATION FEE

A fee is charged a currently enrolled student who fails to register for the next term at the assigned time and later registers at the time assigned new or returning students.

MBA PROGRAM FEE

The MBA Program Fee supports the design and delivery of the MBA program and MBA activities and services that contribute to the success of the MBA students.

NCAA PERMISSIBLE EXPENSES

This fee is for approved NCAA expenses such as meals incidental to participation, approved housing costs and fees, missed appointment charges, and other NCAA approved costs or charges.

PARKING FEE (OPTIONAL)

This fee is optional each term for graduate students registered for less than six credit hours in courses designated as on-campus. This fee is charged, upon request of the parking permit via Penguin Portal – and will appear on students' accounts as a "parking fee." The "optional" fee and parking permit will also allow the student to have unlimited access to shuttle service. Students requesting the parking permit after the 14th day of the term will not have the permit issued or shuttle services made available until payment of the fee. The fee supports the operating and maintenance costs of campus parking facilities, roadways and sidewalks, as well as student shuttle service. The fee does not guarantee an available space in any particular lot. Some facilities are restricted (e.g. for students only, for faculty and staff only, or resident hall residents only). The current Driving and Parking Regulations pamphlet and parking lot map should be consulted. The fee is refundable only if the student returns the permit access card, validation sticker, and has less than six credit hours in courses designated as on-campus within five days of either the withdrawal date or the last date of the 100% tuition refund period, whichever is earlier. This fee is non-refundable after the 100% tuition refund period and cannot be appealed.

A daily fee is charged anyone without a permit who wishes to park in facilities designated for cash business.

PERFORMANCE MUSIC FEE

This fee offsets the cost of maintaining the programs and facilities of the Dana School of Music including the purchase and repair of equipment, rental of performance venues, recording and archiving of Dana events, and other expenses. The performance fee helps us provide the best possible experience for our students and follow standards set by the National Association of Schools of Music. This program fee is charged in addition to regular tuition. It is assessed students taking music lessons and is applied on a per-credit basis.

PROFICIENCY EXAMINATION FEE

A fee is charged for an examination provided by an academic department to determine a student's proficiency for some reason other than assignment of academic credit. If academic credit is to be awarded, the credit by examination fee applies and not this fee.

STUDIO ART FEE

This fee enables the Department of Art to strategically plan for essential equipment upgrades and investment in new technologies that drive development and implementation of innovative curriculum including the purpose of large and costly equipment and digital technologies. As new processes and directions emerge in contemporary art, the Department of Art must introduce new and innovative instructional art making options into the curriculum to remain enrollment competitive with regional and national peer institutions.

TECHNOLOGY/LABORATORY MATERIALS FEE

This fee is designed to partially offset expenses associated with courses that make use of supplies, equipment or personnel support beyond that associated with typical lecture courses. Examples include chemical supplies, engineering equipment, computers, software, and lab monitors. In addition, the First Year Materials Fee is designed to partially offset expenses associated with Campus Sexual Violence Elimination (SaVe) Act training, Financial Aid materials and training sessions with Financial Aid, Content and programming for a common intellectual experience including speakers and campus-wide events, Other materials, handouts, and software related to common elements of first year experience courses.

TESTING FEES

The University Office of Testing supervises a variety of special tests used for admission to college, graduate, or professional schools. The fees are established by the agencies responsible for the tests. Students are advised to contact the Testing Office for information and to make reservations.

TRANSPORTATION FEE

This fee is charged to all graduate students each term registered for six or more credit hours in courses designated as on-campus. This fee will allow students to receive a parking permit (at no additional charge). Students must request the permit via Penguin Portal; the permit will give them unlimited access to shuttle service and admission into designated parking areas. The transportation fee supports the operating and maintenance costs of campus parking facilities, roadways and sidewalks, as well as student shuttle service. The fee does not guarantee an available space in any particular lot. Some facilities are restricted (e.g. for students only, for faculty and staff only, or resident hall residents only). The current Driving and Parking Regulations pamphlet and parking lot map should be consulted. The transportation fee is refundable only if the student has less than 6 credit hours (in courses designated as on-campus courses) by the last day of the 100% tuition refund period AND they return the permit access card and validation sticker within five days of either the withdrawal date or the last date of the 100% tuition refund period-whichever is earlier. The transportation fee is non-refundable after the 100% tuition refund period and cannot be appealed.

STUDENT LOCKER RENTAL

A limited number of lockers are available in various buildings for the convenience of commuting students. Locker payments and assignments are made in Kilcawley Center at the Penguin Xing.

THESIS-BINDING CHARGE

A charge is made for each copy of a master's thesis bound by the William F. Maag, Jr. Library.

TRANSCRIPT OF CREDITS CHARGE

There is a charge for normal transcript processing requests as well as rush or overnight express requests issued by the Office of Records. Transcripts will not be issued for anyone with outstanding debts owed to the University.

Fines

LIBRARY FINES

Fines are assessed for failure to return books on time as stipulated or for the unauthorized removal of a reserved book. Willful damage or defacement of library materials or other property is a violation of state law and is punished as such.

PARKING VIOLATION FINE

Parking without a permit, parking in unauthorized areas and other offenses as identified in the *Parking Regulations* brochure will result in the issuance of a citation against the vehicle and its owner, or against the student responsible for the vehicle (e.g., a student driving a parent's car). Payment of a fine removes the citation. In certain cases, vehicles may be towed. See the regulations (<https://cms.ysu.edu/administrative-offices/parking-services/rules-regulations>) for detailed information.

STUDENT CODE OF CONDUCT VIOLATION

Fines may be assessed to students who have violated *The Student Code of Conduct*. These fines can be assessed by the Student Conduct Administrator or the Student Conduct Board after a disciplinary hearing. For additional information regarding student conduct fines, please contact the Student Conduct office at 330-941-4704.