

## FINANCIAL INFORMATION

### Application Fee (non-refundable)

One time enrollment fee (US dollars; non-refundable): \$100.00

**Semester Registration Fee (non-refundable):** \$50.00

### Fee Schedule:

- Courses taken for credit (fee per credit hour): \$150.00
  - Maximum fee per semester: \$2,000.00
  
- Courses taken for audit (fee per class):
  - Regular fee: \$100.00
  - Partner Church Member: \$50.00

### Payment:

All student tuition and fees are due prior to the beginning of each semester. If the student is unable to completely pay 100% of the tuition and fees prior to the beginning of each semester he/she must meet with the Dean of Students and Finance Officer to obtain permission to attend classes. A payment plan may be agreed upon completely at the discretion of the Dean of Students and Finance Officer.

**Late Registration Fee (non-refundable):** \$100.00

**Add/Drop Status Change Fee, Withdraw Fees (non-refundable):** \$25.00

**Transcript Request Fee (non-refundable):** \$10.00

**Non-sufficient funds fee (non-refundable):** \$35.00

### Refund Policy:

Students withdrawing from TBC are eligible for semester tuition refund at the following rates each semester (non-refundable fees excluded):

- Before the first scheduled day of class: 100%
- Before the end of the third week of class: 75%
- Before the end of the fifth week of class: 50%
- **NO REFUND** After the fourth week of classes.

After the fifth week of classes, no refunds will be given and a student is accountable for unpaid fees owed.

### Incomplete Payment:

Students with outstanding balances at the end of each academic semester will:

- Receive an "incomplete" grade until their balance is paid in full.
- Not be eligible to have transcripts sent from TBC.
- Be unable to register for subsequent courses at TBC until all fees are paid in full. Also, at the Administration's discretion, they may not participate in certain student privileges such as receiving a yearbook, traveling on College trips, or participating in certain College events.
- Reside in TBC dormitories (Administration's discretion).
- Receive their diploma or participate in graduation ceremonies.