

# Tuition Policy

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Effective Date: 06/29/2020

Responsible Party: University of Alabama at Birmingham Marnix E. Heersink School of Medicine Associate Dean for Admissions and Enrollment Management

Contacts: [Christina J. Grabowski, PhD](#), Associate Dean for Admissions and Enrollment Management

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## POLICY ABSTRACT

The tuition policy outlines required tuition charges, the consequences of nonpayment, and parameters for tuition refunds due to leaves of absence or withdrawals.

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## REASON FOR POLICY

### **LCME Standard 12.2 Tuition Refund Policy**

A medical school has clear policies for the refund of a medical student's tuition, fees, and other allowable payments (e.g., payments made for health or disability insurance, parking, housing, and other similar services for which a student may no longer be eligible following withdrawal).

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## SCOPE

All medical students enrolled in the University of Alabama at Birmingham Marnix E. Heersink School of Medicine.

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## POLICY

All School of Medicine students are expected to pay tuition and fees in the amount established by the Board of Trustees of The University of Alabama according to the due dates set by the Board and in accordance with Board policy. Students are also expected to pay all charges and fees established by the University of Alabama at Birmingham and/or the University of Alabama by the deadlines set by those institutions. Students who fail to pay their account balance by the appropriate deadline may accrue a late payment fee, may be withdrawn from their current and future schedule, and may be placed on a leave of absence. Non-payment may also result in a hold being placed on the student's records such that the student will not have access to future registration, grades, or academic transcripts until the account is paid in full. If a student is withdrawn from their schedule for nonpayment, reinstatement in a schedule can occur only after full payment of the account; however, there is no guarantee that the identical schedule can be re-created. Courses interrupted for nonpayment will have to be repeated in full.

### **Definitions**

Although the academic year is considered one term, and although enrollment is considered to be continuous, the following definitions may be used to clarify this policy.

**Academic year:** The complete cycle of course offerings for a particular class, typically conducted as follows. See the School of Medicine Academic Calendar for specific dates.

- MS 1: Orientation – last instructional module prior to summer break
- MS 2: First instructional module after summer break – end of Block VI
- MS 3: Block I – end of Block VI
- MS 4: Block I – end of Block VIa

**First term:** The first half of the academic year running from summer until winter break

**Second term:** The second half of the academic year running from after winter break until the end of the academic year

**Leave of absence:** Time away from the medical school curriculum that is officially approved by the Associate Dean for Students

**Midpoint of a term:** A date near the middle of a term. See the School of Medicine Academic Calendar for specific dates for each class.

## Exceptions

Medical students are expected to pay full tuition for a minimum of eight terms (four full years of tuition) prior to graduation. Students who take a leave of absence, recycle, transfer, resign, delay graduation or are dismissed from the UAB Heersink School of Medicine may be charged tuition and fees beyond the eight terms dependent on enrollment activity. Tuition and fees are charged in these instances as follows:

<b>Leave of Absence, Transfer, Resignation, Delayed Graduation or Dismissal Date begins</b>	<b>Tuition for Term</b>	<b>Applied Fees</b>
0 to 15 days after the start of a term, no course completed	None	Leave of absence: Health insurance, disability insurance and dental fee, if applicable  Transfer, resignation, or dismissal: Health insurance, disability insurance and dental fee, if applicable
0 to 15 days after the start of a term, at least one course completed	One-half tuition for the term	Health insurance, disability insurance and dental fee, if applicable
16 days after the start of a term to the midpoint of that term	One-half tuition for the term	All fees
After the midpoint of a term	Full tuition for the term	All fees

Students who return from a leave of absence to medical school coursework or who transfer into the school may be charged tuition and fees as follows:

<b>Start Date</b>	<b>Tuition for Term</b>	<b>Fees</b>
Start to midpoint of a term	Full tuition for the term	All fees
After the midpoint of a term	One-half tuition for the term	All fees

### **Concurrent Programs**

Students in the MD/PhD and other combined UAB programs are charged specific fees relevant to the School of Medicine while they are on leave and fees required by the combined program. Fees are not duplicated by either school. Students in the MD/PhD program who enroll only in the required fourth year capstone course in their graduation term (currently titled Preparation for Residency) will pay 10% tuition plus applicable fees for the term.

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### **HISTORY**

**Policy Created: 01/16/2001**

**Approved: 06/29/2020 by UA System Office**

**Revised: 06/29/2020**

University of Alabama at Birmingham Marnix E. Heersink School of Medicine policies shall be reviewed periodically to determine whether revisions are appropriate to address the needs of the medical school community.