

**University of Northern Iowa
Common Fees Glossary**

Application Fees (non-refundable)

Undergraduate Domestic Student and Non-Degree Student

The undergraduate domestic student application fee is for those students applying for admission as new undergraduate students to the University of Northern Iowa. This fee is non-refundable and is used to defray administrative costs incurred in the processing of these applications in the areas of data processing, personnel, supplies and postage.

The non-degree student fee is non-refundable and used to defray costs associated with the admission processing for those students applying for admission on a non-degree basis. Students in this category may include exchange students and dual enrollment students.

Undergraduate International Student

This fee is charged to non-immigrant applicants to undergraduate study at the university. This fee is slightly higher than the domestic rate to cover the additional costs incurred with the evaluation of foreign credentials, international postage and immigration forms.

Graduate/Professional Domestic Student

This fee is for processing applications for admission to graduate study. This fee is non-refundable and is used to defray administrative costs incurred in the processing of these applications in the areas of data processing, personnel, supplies and postage.

Graduate/Professional International Student

This fee is non-refundable and used to defray costs associated with the admission of international graduate students. The evaluation of foreign credentials for admission and transfer equivalency is costly on an individual basis. In addition, immigration documents and international communications add to the processing cost of these applications.

Re-Entry Fee

This fee is non-refundable and used to defray costs associated with the processing of re-activation materials for those students who have had a multiple semester lapse in their continuous enrollment. This activity may include the evaluation and entry of transfer credit earned since last enrollment.

Applied Music Fees

Group Sessions (4 or more, per credit hour)

Instrument Rental (per instrument)

Private Lessons

These fees are charged to students receiving private or group applied music instruction and are in addition to regular tuition. The fees offset the costs of one-on-one or small group instruction and services of professional accompanists. The fees vary depending upon major/non-major status and credit hours taken. Additionally, instrument rental fees offset repair and maintenance costs necessary for continued student usage.

Billing Fees

Deferred (payment over three to five months)

Fee assessed per semester to allow U-bill payment installments over 3-5 months for tuition, mandatory fees, and contracted room and board.

Continuing Education (per credit hour)

Undergraduate

Graduate

Courses offered on a non-residential (distance) basis are provided through continuing education. These credit bearing courses may be at the undergraduate or graduate level. Courses may be presented in person, over video conferencing or online via the web.

Undergraduate Non-Resident

Graduate Non-Resident

A "per credit hour" rate is charged to non-resident participants in distance-delivered courses and programs. The rate is within a range that has as its low end the current, resident tuition rate and extends at the high end to the current, non-resident tuition rate. This range provides flexibility to charge for particular programs or offerings as market conditions allow.

Technology Fee

The Technology Fee is a critical resource for providing technology-based educational experiences and services to UNI students. This is the only mandatory fee assessed to students enrolled in distance education courses. It is assessed on a per course basis using the same rate applicable to on-campus courses.

Departmental Exam for Credit Fee (per exam)

This fee covers expenses in creating, administering and scoring special examinations for students who wish to 'test out' for credit from a regular course in which they are not enrolled.

Developmental Course Fees

Developmental courses are those whose level of content knowledge is fundamental to beginning level college credit courses. Any credit earned in developmental courses is not applicable to a degree.

Diploma Replacement Fee

This charge is assessed to students who wish a replacement copy prepared of their lost or destroyed diploma.

Employer Reimbursement Deferred Billing Fee

This fee is assessed to those students who have a reimbursement agreement with their employer. This allows the students to defer paying for the course until they receive reimbursement from their employer.

Graduate College Fees

Thesis Fees-Masters/Doctorate

The fee is charged to doctoral or master's students submitting their thesis for review by an editor in the Graduate College. The fee helps defray costs in materials and personnel to provide this service.

Graduation and Degree Application Fee

Late Fee for Applying After Deadline (For ISU and UNI, applies to Graduate Students only)

This additional fee is assessed to graduate students only who apply for graduation after deadlines published by the Graduate College and covers extra costs associated with processing the late application.

ID Card Replacement Fee

This fee is assessed to those students who request replacement of their lost or destroyed student ID card. This fee covers cost of materials, equipment, processing and personnel associated with this service.

Lakeside Lab (per credit hour) (5 weeks)

Undergraduate

Graduate

Lakeside Lab is a unique instructional center on the shores of West Okoboji Lake. These fees are increased at the rate of the general tuition increase.

Late Payment of Fees and Charges

This administrative charge is a variable fee assessed at a rate up to 1% of the amount past due when a student fails to pay the minimum amount due on their university bill. The fee is assessed monthly on the amount past due until the payments are brought current.

New Student Programs/Matriculation Fees

This fee is assessed to all new degree seeking undergraduate students. The fee provides funding for new student orientation programs (staffing, facilities, and programming costs), extended orientation programs and other success initiatives for students during their first year on campus. It also supports outreach to and intervention with at-risk undergraduate students, early intervention software and ALEKS (Assessment and Learning in Knowledge Spaces) math placement testing.

International Student Orientation (additional program)

This supplemental fee covers the expenses associated with costly activities that are not part of the orientation offered to domestic students.

Refund Schedule Fees

Before the First Day of Class

First Week

Second Week

Third Week

Fourth Week

After Fourth Week

Reduced Load (reduction of hours) – First Two Weeks (after second week 0.0%)

Tuition for the semester is set at the official census date which is at the end of the first two weeks of instruction. Students adding credits after this date will have the appropriate amount of any additional tuition assessed. If a student totally withdraws from the term, their amount of tuition reduction is based on the general refund schedule. Students reducing their credit load but remaining enrolled have their tuition assessment based on the reduced load schedule.

Registration Fees

Doctoral Post Comprehensive or Prelim / Masters Final

To create and maintain an enrollment for doctoral students who have completed all coursework but have not finished all degree requirements.

Graduate Continuing Scholar

For graduate students who need university services such as computer labs and the library but are not registered in any coursework.

Late – Day 11 onward

Assessed to students whose initial registration for a semester is on or after the eleventh day of instruction.

Reissue Check Fee / Returned Check/Debit Fee

The returned check/debit fee is assessed when a check from a student is returned to the university because of insufficient funds. It is also assessed when a debit payment from a student is disallowed because of insufficient funds. UNI does not charge a reissue check fee.

University Records and Documents Fee

Degree Seeking Students

Non-Degree Seeking Students

Continuing and Distance Education (Graduation/Transcripts)

This fee combines several individual fees previously charged to students per transaction into a one-time, life-time fee. The fees eliminated include the fax fee; the graduation and degree application fee; some of the registration fees; and the transcript fee. The fee is assessed at first enrollment for degree seeking students and non-degree seeking students.

Continuing Education students are initially exempt from the Records and Documents Fee. Their fee will be assessed at the time they apply for graduation and covers transcripts for life. The prepaid fee helps eliminate delays in processing transactions based on receipt of payment and will improve customer satisfaction by being able to provide immediate service.

University of Northern Iowa
University / Program Specific Fees Glossary

Continuing Education (per credit hour)

MBA Program (Domestic)

International Courses

Courses and programs offered on a non-residential (distance) basis are provided through Continuing Education. This fee helps cover costs associated with the domestic off-campus MBA program as well as specialized coursework to select international audiences.

Guided Independent Study (per credit hour)

Guided independent study is self-paced, individualized instruction provided remotely in various transmittal formats such as the web, video and print material.

Immunization Record Late Fee

Students who have not provided the required immunization documentation are assessed this fee. The fee covers the cost of individual mailings and follow-ups to students who are late providing the state required information.

Open Credit (per project)

Open credit is designed for special projects such as papers, experiments, works of art or portfolio assessment of prior learning. The fee for each project is tied to the two hour undergraduate resident tuition rate.

Study Abroad Fees

Administrative Fee

Program Fees – Academic Year

Program Fees – Semester

Program Fees – Short Term

Program Fees – Non-UNI Program

These fees are assessed to enable students to be placed in study abroad enrollments.