

Earning Your Undergraduate Degree at Excelsior College

2016–2017 Undergraduate Tuition and Fee Schedule



How can I complete my degree program?

As an adult learner, you bring your own unique experiences to your education: job and military training, occupational licensure and certifications, and prior college coursework. Getting credit for what you already know can save you time and money when completing your degree. At Excelsior, “What you know is more important than where or how you learned it.”[®] This is the Excelsior difference.

We start by reviewing existing credits you may have earned at other colleges and universities; through evaluated corporate, industry, or military training; and through recognized credit-by-examination programs. Then we show you how prior earned credit can be applied toward our faculty-determined degree requirements. With this as a head start, we offer different paths you can follow to earn the remaining credit needed, in the manner best suited to your needs and learning style.

The exam or assessment-based path allows students to study at their own pace and, when ready, take an examination to demonstrate mastery of the subject matter. For each 3-credit exam, we recommend approximately 135 hours of study time.

Courses have a defined start and end date within an eight-week period during which time students are required to complete assignments and interact with other students and the faculty. They are similar to a campus-based course in this regard. However, since they are delivered online and offered in an asynchronous format—you don’t need to attend class at any given time—you will have some flexibility as to when you log in and participate in learning activities. Each eight-week online course requires approximately 18 or more hours of work, per week, on your part. Each fifteen week course requires approximately 9 hours of work per week on your part.

What factors will affect the cost of earning my degree?

Based, in part, on the path you choose to complete degree requirements—exams, courses, or a combination—there are two different enrollment options: the Multi-Source Option and the Excelsior Course Option, both of which are described here. The best option for you depends on how you plan to complete the program.

To help you make that decision, if you are new to distance and online learning, visit our “[What Is Excelsior Like](#)” page on our website to learn about earning credit by examination and through online courses.

Whether you choose to take exams or online courses really depends upon your learning style and the degree completion goal you have set for yourself. Many students will use a combination of both to fulfill degree requirements. It is recommended that you speak with an Excelsior College enrollment counselor to help you understand your choices.

The tuition and fees in this guide are at Excelsior’s standard rates. If you are in the United States military, are a veteran, are employed by or are a member of one of our education partners, you may be eligible for reduced fee and tuition rates. Visit our partnership pages at our website for more information.

Information about exams and examination fees can be found on the [UExcel® exams](#) and [Excelsior College Examinations](#) page. The cost of exams ranges from \$40 to \$470, depending upon their length and the credit that can be earned.

Information about the Nursing Theory Conference Examinations (NTCX) can be found on the [NTCX](#) page. The cost of each NTCX is \$615.

Information about the availability of [financial aid](#) and payment plans can be found at our website.

What are my enrollment options?

The **Multi-Source Option** may suit your needs if you plan to follow a mostly independent study path by taking more examinations than online courses during the life of your enrollment. Under this option, you will pay a one-time enrollment fee for the first year you are enrolled and a Student Service Annual Fee (SSAF) each subsequent year that you remain enrolled. The respective cost of exams and online courses are charged as you progress through the program. This option allows you some flexibility in choosing exams versus online courses during your period of enrollment.

The Multi-Source Option does not require you to take a minimum number of Excelsior online course credits while enrolled. This option may be a better choice if you plan to transfer in credits earned elsewhere to meet the general education requirements of the degree. General education transfer credit may be accepted from other regionally accredited colleges and universities, from American Council on Education (ACE)-recognized credit-bearing exams such as UExcel®, CLEP or DSST, or from industry/professional training programs that have been evaluated by ACE or the National College Credit Recommendation Service (NCCRS).

The **Excelsior Course Option** may suit your needs if you plan to take at least 12 Excelsior online course credits over the life of your enrollment. There is no one-time enrollment fee under this option. However, if you did not take at least 12 Excelsior online course credits over the life of your enrollment at Excelsior and have otherwise completed all degree requirements, you will be assessed the Multi-Source Option enrollment fee that is in effect at the time degree requirements have been fulfilled. If assessed, this must be paid prior to graduating. Credits earned by exam do not count toward this 12 course-credit requirement.

If you take at least 12 Excelsior online course credits each year of your enrollment, the Student Service Annual Fee (SSAF) for the following year will be waived. In addition, for every Excelsior online course credit attempted, you will receive a \$15 credit toward the final graduation fee.

Unlike exams that follow an independent study approach, in an online course environment you will be completing assignments and engaging in online discussions with faculty and other students. Regular access to a personal computer with Internet is required for an online course. To determine if your computer meets the minimum specifications necessary, review the information at www.excelsior.edu/system-requirements.

What steps should I follow?

1. Your first step is to apply for enrollment. Visit the admissions page at our website.
2. Speak with an Excelsior College enrollment counselor to make sure you understand the enrollment options and to help you decide if exams, courses, or a combination may suit your learning style and needs. You can speak to an admissions counselor by calling 888-647-2388 ext. 2.
3. If you decide Excelsior College is right for you, complete the commitment to enroll process online.

Tuition and Fees

Tuition is effective with Summer II term registration, and fees shown are effective July 1, 2016. Both tuition and fees are subject to change without notice.

	Excelsior Exam-Based Option	Excelsior Course-Based Option
Application Fee	\$50	\$50
Commitment Fee	\$1,095	n/a
Student Service Annual Fee (SSAF) Multiply the SSAF by the number of years beyond the first year that you think it will take you to complete the degree program. Students have seven years to complete the associate degree in nursing. The average time to completion for part-time students is three years.	\$495 × number of years of enrollment after the first year	\$495 × number of years of enrollment after the first year (this fee can be waived if you complete 12 Excelsior online course credits each year you are enrolled)
Tuition If you are in the United States military, are a veteran, are employed by or are a member of one of our education partners, you may be eligible for reduced fee and tuition rates. Visit our partnership page at excelsior.edu/partnerships for more information.	\$510 per credit hour	\$510 per credit hour
Graduation Fee Reduced by \$15 for every Excelsior College online course credit attempted. All students are required to pay the graduation fee. Our annual Commencement ceremony is held in Albany in July. Registration is required and there is a small fee for your cap and gown assessed at registration. For more information go to excelsior.edu/commencement .	\$495	\$495
Focused Clinical Competencies Assessment (Associate Degree in Nursing Program only)	\$190	\$190
Clinical Performance in Nursing Examination (Associate Degree in Nursing Program only)	\$2,295	\$2,295

Please note: Repeating any Excelsior College requirement will require students to pay the tuition and/or fees that are associated with repeating the requirement.

Other Fees

Transcript Service.....\$12

All requests for transcripts must be in writing or requested electronically through the College website. When ordering, please be sure to specify if you want a student (unofficial) or an official transcript. The fee is the same, regardless of the type of transcript requested.

Transcript Rush Service.....\$30

If you request that a transcript be sent via United States Postal Service first-class mail within 2–3 business days of the College's receipt of your request, a Transcript Rush Fee will apply in addition to the regular transcript fee of \$12, for a total of \$42. We can meet the 2–3 business-day turnaround if the evaluation of your records is up to date and complete. **The turnaround time does not include the number of days needed for delivery by the Postal Service.** If you would like your transcript sent by overnight service, please contact the Office of Registration and Records at 888-647-2388 ext. 141.

OneTranscriptSM\$270

OneTranscript is a unique service that takes the approved college-level credits you have earned from a variety of sources over the years and consolidates them onto a single Excelsior College transcript. If you enroll in an Excelsior College degree program within 12 months of the date your OneTranscript was mailed to you, \$75 of the OneTranscript Fee will be applied toward your Enrollment Fee.

OneTranscript Update Service

Updates that include one or more transcripts

(fee is per transaction)\$25

After the initial student copy of the transcript is issued, your records may be updated with payment of the Transcript Update Fee. Updates apply when one or more transcripts or official score reports are submitted after the initial transcript is issued. The OneTranscript Update Fee covers the cost of adding transcripts or test scores (no charge for Excelsior College exams or courses) submitted and evaluated after your initial student copy of the transcript has been issued. It is a per-transaction fee and is incurred when you submit one or more transcripts or official score reports for evaluation at the same time.

Late Fee.....\$55

If you do not pay fees by the due date shown on the invoice, the Late Fee will be assessed. The Late Fee applies to past due payments of the Student Service Annual Fee and the Graduation Fee.

Reactivation Fee.....\$75

If your Student Service Annual Fee is not paid four weeks after its due date, your status will be changed from “active” to “withdrawn.” If you re-enter your degree program within 12 weeks of this status change, you will be required to pay the Reactivation Fee in addition to the SSAF. If you re-enter more than 12 weeks after this status change, you will be considered a new student and subject to the full enrollment fee and all policies in effect at that time.

Returned Check Fee.....\$35

You will be charged the Returned Check Fee any time that a personal check or e-check you issue to us is returned for any reason. Until the check is replaced by a certified check, money order, Visa, MasterCard, or Discover Card, no services will be rendered. The College will notify you if a check has been returned for any reason.

Payment, Refund, and Cancellation Policies

All payments must be made payable to “Excelsior College” in U.S. dollars drawn on a U.S. bank. All fees may be paid by personal check unless otherwise specified. Excelsior College also accepts Visa, MasterCard, Discover Card, and American Express. All fees are subject to change without notice. Unless otherwise indicated in this booklet, none of our fees are refundable. Cancellation fees may apply in certain situations. Excelsior College reserves the right to turn delinquent accounts over to collection.

Excelsior College Examination Cancellation Refunds

A 50 percent refund of exam registration fees is available with a signed request from the student. You must cancel a scheduled testing appointment with Pearson VUE prior to requesting a refund, using the instructions shown in the Requests to Cancel/Reschedule

section of your Authorization to Test Letter. Your signed refund request must be postmarked no later than seven calendar days of the end of your exam eligibility period.

If you do not take the examination for which you are registered within the six-month eligibility and/or do not request a 50 percent refund as outlined above, your entire examination fee will be forfeited.

Excelsior College Course Tuition Refunds

Students who wish to withdraw from a course must do so within the first 19 calendar days of the beginning of the term. There is no academic penalty to withdraw within the first 19 calendar days. Tuition is refundable, after deducting a \$50 processing fee for each course, according to the following schedule:

- 100% refund prior to the start of the course minus a \$50 processing fee.
- 80% refund up to 7 calendar days minus a \$50 processing fee.
- 60% refund up to 14 calendar days minus a \$50 processing fee.
- 40% refund up to 19 calendar days minus a \$50 processing fee.
- No refund after 19 calendar days.

NOTE: INL 102: Information Literacy: No refund will be granted if any quizzes or the final exam have been taken. Military active duty, National Guard, and Reserve personnel have 19 calendar days from the beginning of the term to cancel a course without financial penalties. GoArmyED (CTAM) students have 15 calendar days from the beginning of the term to cancel a course without financial penalties.

Commitment Fee Refund

Two-thirds of this fee will be refunded upon written/signed request within six months of your enrollment, provided that the evaluation of your academic records has **NOT** been conducted.

Students enrolled in the **Nelnet Payment Plan** who have received their evaluation but have stopped making payments will be required to pay the fee in full. Delinquent accounts will be submitted to collection.

This guide is for informational purposes only to provide you with an estimated cost of degree completion. The information contained in this document is subject to change without notice. Students are responsible for other costs, including the cost of textbooks, other study materials, and repeating a course or exam if failed.

Actual cost will depend upon a number of factors, including, but not limited to, the number of general education transfer credits that are accepted, the choice of examinations or online courses to meet degree requirements, the cost of textbooks, and how long it will take you to fulfill degree requirements. Repeating any Excelsior College requirement, examination, or online course will require students to pay the tuition and/or fees that are associated with repeating the requirement.

The cost of an exam will be charged by Excelsior College when you register for the exam. Upon registration, the six-month window for you to take the exam begins. Exams are administered at secure Pearson VUE testing centers located across the United States and internationally. You schedule

a date and time to take the exam directly with Pearson VUE, and you will be charged a separate test administration fee by Pearson VUE when you do so.

Excelsior’s online courses are eight weeks long and offered two times during each of the three periods (trimesters) of the academic year. Some 15-week courses are also offered.

Notice to All Students Taking UExcel® Exams and Excelsior College® Examinations

Excelsior College provides its students with the resources and support necessary to successfully complete its associate degree in nursing program. In response to numerous questions from students, please know that in no way is Excelsior College affiliated with any test preparation company. We do not promote, endorse, review, or approve the products these companies offer. For more information, visit our About Test Preparation Services page or contact an Excelsior College advisor at 888-647-2388.