

Tuition & Payment Information

Fall 2016, Winter & Spring/Summer 2017

Payment Due Date

Term	Registration Date	Payment Due
Fall 2016	7/11/16 - 8/2/16	8/2/16 by 6pm
	8/3/16 & forward	Day of Registration
Winter 2017	11/7/16 - 12/13/16	12/13/16 by 6pm
	12/14/16 & forward	Day of Registration
Spring/ Summer 2017	4/17/17 - 5/9/17	5/9/17 by 6pm
	5/10/17 & forward	Day of Registration

General Payment Information

- **Payment plans and extensions are not available.**
- Payment must be made payable to "Macomb Community College" for the exact amount of tuition and fees
- Account information will only be provided to student or others authorized on [FERPA – Release of Information Form](#)
- Statements and receipts are not mailed and are provided online via My Macomb Self-Service [View Account and Make Payments](#) – Account Activity link

How to Pay with the Cashier's Office

Pay Online using View Account and Make Payment

Visa, MasterCard, Discover, or Check. *See next column.*

Pay by Phone

Visa, MasterCard or Discover. Cardholder must be present.

Pay In Person

Cash, check, money order, Visa, MasterCard or Discover. Photo ID must be provided. Cardholder must be present.

Pay By Mail

Check or money order are accepted at either address below.

See Page 2 for Financial Aid and Sponsored Billing Information

Cashier's Office

Phone: 586.445.7999 #4

E-Mail: regpay@macomb.edu

My Macomb Site: [Payment and Student Accounts](#)

Located under the My Macomb Menu and Student Services heading, the site provides office hours, locations and answers to frequently asked questions.

Center Campus G-131
44575 Garfield Rd.
Clinton Township, MI 48038

South Campus G-324
14500 E. 12 Mile Rd.
Warren, MI 48088

Using View Account and Make Payments

1. Access our website: www.macomb.edu
2. Click on **My Macomb** in the upper right and login to your account.
3. From the **Self-Service Menu** at the upper left, select **Current and Former Students**.
4. Under the **Financial Information** menu, select **View Account and Make Payments**.
5. The **Account Summary** displays helpful links and overview of your account and balance by term. To Make a Payment or view Account Activity see below.

Making a Payment Online

1. From Account Summary, click **Make a Payment** to display balances due by term. If no payment is due, "No account balance to pay" will display.
2. **Verify the amount to pay** and modify as necessary.
3. **Choose a Payment Method** from the drop down.
4. Click **Proceed to Payment**.
5. **Review Payment information** and click Pay Now.
6. You will be redirected to our payment processor to securely **enter your payment information**.
7. A receipt will be provided with successful payment. If payment is not successful, a "payment cancelled" message indicates a decline by your bank.

Helpful tip: To pay with multiple payment methods, modify the amount to pay for each transaction.

Viewing Account Activity

From Account Summary, click on a **term** to view detailed billing and payment activity.

- Use the Expand All button or click desired category to expand for more details.
- To obtain a copy of a payment receipt, under the payment category, click the receipt number of the transaction.
- To generate Account Activity information in a PDF statement, click View Statement.

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Financial Aid: Grants, Scholarships and Loans

Phone: 586.445.7999 #6

E-Mail: finaid@macomb.edu

Locations: Center Campus G-130 or South Campus G-324

My Macomb Site: [Financial Aid](#)

Located under the My Macomb Menu and Student Services heading, the site provides office hours, locations and answers to frequently asked questions.

The Financial Aid office processes financial aid applications and provides financial aid information and assistance to current and prospective students.

How to Check Financial Aid Status

1. Access our website: www.macomb.edu
2. Click on the **My Macomb** in the upper right and login to your account.
3. From the **Self-Service Menu** at the upper left, select **Current and Former Students**.
4. Under the **Financial Aid** menu, select **Financial Aid Status (FAST)**.
5. Select the **2016-2017 Financial Aid Year** for the Fall 2016, Winter 2017, and Spring/Summer 2017 terms.
6. The status of your financial aid will be displayed.

How to Pay with Financial Aid

Your balance, less anticipated financial aid, is shown on My Macomb Self-Service [View Account and Make Payments](#). The Macomb OneCard is not used to pay tuition.

For awards that display as ineligible with comment of "Restricted Award" in the Financial Aid section of Account Activity, contact the Financial Aid office.

- If your aid covers all charges, no payment is due.
- If your aid does not cover all charges, you must pay the difference by the payment due date.
- If no aid is shown, you must pay in full by the payment due date. If you qualify for financial aid at a later date, your financial aid will be refunded.

Financial Aid Bookstore Purchases and Refunds

If your aid is more than your charges, see the My Macomb Financial Aid website for information about [purchasing books](#) using excess aid and when [refunds](#) will be issued.

Sponsored Billing: Third Party Assistance

Phone: 586.445.7492

Email: sponsoredbilling@macomb.edu

Sponsored Billing is when a student's tuition, fees, or books are billed to and paid by a third party such as Michigan Works, Michigan Rehabilitation, prepaid tuition plans or tuition assistance programs. The Sponsor must agree to make full payment regardless of grades, course completion, or employment status. Written authorization from sponsor must be submitted each term and students must pay charges not covered by the authorization by the payment due date.

By submitting an authorization, the student grants the College permission to release necessary records to facilitate payment.

Authorizations must include

- Sponsor's Name
- Billing Address
- Contact Name, Phone & Email
- Student's Name
- Student ID
- Term to be covered
- Charges to be covered—tuition, fees, books and supplies and the dollar amount if applicable
- Specific courses authorized i.e., ACCT-1080
- Authorized Signature

Helpful tip: Use the Account Activity statement from My Macomb Self-Service [View Account and Make Payments](#) for detail of charges for your sponsor's approval process.

The College reserves the right to refuse Sponsored Billing accounts for reasons including, but not limited to, delinquency or non-payment. If for any reason, the sponsor refuses to pay, the student will be held responsible. When applicable, student reimbursement will not occur until sponsor payment is received.

NOTE: If receiving need based aid, students must report any tuition assistance received to the Financial Aid office as adjustments in financial aid awards may be required.

Sponsor Bookstore Purchases

Bookstore authorizations will be available for use within one business day. Purchases must be made in person at the campus bookstore with a copy of your My Macomb Self-Service [My Class Schedule/Registration Statement](#) and Photo ID during the term period below.

Fall 2016	8/12/16 – 11/3/16
Winter 2017	1/3/17 – 4/13/17
Spring/Summer 2017	5/12/17 – 6/29/17

Sponsors Wishing to Pay Immediately

Sponsors must process payment with our Sponsored Billing staff to ensure refunds of financial aid are disbursed to the student or tuition refunds are returned to the agency.

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Registration and Payment Terms and Conditions

It is the student's responsibility to drop a class selection within the 100% refund period if full payment is not possible by payment due date. A student not dropping a class selection may be assigned an "NS" or "E" grade and will still be responsible for payment. Review balance, due dates and last day for 100% refund per course listed on the Registration Statement presented after every My Macomb Self-Service drop or add transaction or available from the Registration menu.

The student may be contacted via any phone number (including wireless numbers which could result in charges to the student), e-mail address, or physical address provided in order to service our account or collect any amount you may owe.

Tuition & Payments - Review tuition and fees assessed and how and when to make payment.

Refunds - Review tuition refund policies and how and when refunds will be processed.

Delinquent Accounts - If not paid in full by the due date, a "HOLD" will be placed on all records and future registrations, assigned to a collection agency, assessed a **25% delinquent account fee** and reported to credit bureaus. Refunds will be used to reduce or pay off the debt.

Financial Aid Students - The student must drop classes within the 100% refund period to avoid responsibility of tuition and fees if award requirements (attendance, completion, minimum enrollment status, eligible program, etc.) cannot be met or cannot pay remaining balance after financial aid. The student may still be responsible for repayment of bookstore purchases, refunds or other costs no longer covered by reductions in aid. Review aid status via **Financial Aid Status (FAST)**, award letter and **terms and conditions** under the Financial Aid menu on the **My Macomb Self-Service Menu**.

If registered in classes meeting less than the full 16-week term, student provides intent of completing all courses, including those which have not yet begun, for federal aid purposes if not dropped within 100% refund period.

The college reserves the right to drop classes for non-payment.

By registering at Macomb Community College, I accept responsibility for payment of courses and agree to the terms listed above, and in My Macomb.

Registration Costs Include the Following Fees:

Registration Fee	\$50.00
Student Service Fee	\$10.00
Technology & Facilities Fee	\$5.00 x Credit Hours
Course Fee(s) (additional per class)	See My Macomb Self-Service Search for Sections
+ Tuition (per credit hour)	Rate x Credit Hours

Tuition Rates based on Residency

	Per Credit Hour
Resident <i>Macomb County Resident or Property Owner</i>	\$97.00
In-State <i>Michigan Residents Outside Macomb County</i>	\$180.00
Out-of-State <i>Students not defined as Resident or In-State</i>	\$230.00
Affiliate <i>Non-county residents living in portions of four Macomb County School Districts (Anchor Bay, Richmond, Armada, and Romeo) that fall outside an established community college district, and (2) the southern Lapeer County School Districts of Almont, Dryden, and Imlay City.</i>	\$123.00
Variable Tuition Rate (minimum) <i>Because of added costs for delivery of instruction at off-campus sites and/or the customization of instruction for individual companies, associations of companies, or company affiliated programs, the College reserves the right in accordance with Board policy to charge a variable tuition rate.</i>	\$97.00

Special Entry Program Tuition Rates

	Per Credit Hour
<i>These programs assess tuition per credit hour and additional course fees. Contact Department for more information.</i>	
GM Automotive Service Education Program	\$125.00
Fire Academy (Program: 12 Credit Hours)	\$338.75
Police Academy (Program: 15 Credit hours)	\$337.00

Other Fees

Returned Payment Fee	\$25.00
Delinquent Account Fee	25%
Transcript – In Person On Demand or Online PDF	\$5.00
Transcript – Online Paper Format	\$3.00
Duplicate Degree	\$10.00
Testing Fees – <i>See Specific Department for fees</i>	Varies

Use chart on the next page to determine your tuition and fees cost by credit hour.

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The Board of Trustees of Macomb Community College reserves the right to change any and all fees and rates of charge at such times as conditions or circumstances make necessary.

Tuition Adjustments

Senior Citizens

A 10% discount is offered to persons 60 years or older. Does not apply to co-sponsored, contracted, or non-college sponsored programs or activities. Date of birth must be provided.

Active Duty Military

Active military personnel, spouses and dependents with a permanent address in Macomb County will be assessed Resident rates by the office of Records & Registration. Those with a permanent address outside Macomb County will be assessed In State rates.

Veterans

Honorably discharged Veterans of the United States Army, Navy, Air Force, Marines, Coast Guard and National Guard, and their dependents, as well as covered individuals as set forth in the Veterans Access, Choice and Accountability Act will be assessed Resident rates by the office of Records & Registration.

Non-Residents Owning Macomb County Property

Non-resident students owning real property in Macomb County must submit a copy of their property tax bill, which indicates taxes assessed for Macomb Community College, each term to the Cashier's Office before registering to receive a waiver to Resident rates.

Employer Tuition Reimbursement

Non-resident students participating in a Macomb County employer's tuition reimbursement program must submit a letter on Employer's stationary signed by an authorized agent of the company each term to the Cashier's Office before registering to receive a waiver to Resident rates. The letter must include student name, ID, current date, term to be covered, and statement that the student participates in their tuition reimbursement program.

Helpful tip: Use the Account Activity statement from My Macomb Self-Service [View Account and Make Payments](#) for detail of charges and proof of payment for your employer's reimbursement process.

Tuition By Credit Hour Including Registration, Student Service and Technology & Facilities Fees

Use the chart below to calculate the cost by credit hour excluding additional course fees. Add any additional course fees listed in My Macomb Self-Service [Search for Sections](#) for your specific classes to determine your total of tuition and fees due.

Credit Hour	Resident	In-State	Out-of-State	Affiliate
1	\$162.00	\$245.00	\$295.00	\$188.00
2	\$264.00	\$430.00	\$530.00	\$316.00
3	\$366.00	\$615.00	\$765.00	\$444.00
4	\$468.00	\$800.00	\$1,000.00	\$572.00
5	\$570.00	\$985.00	\$1,235.00	\$700.00
6	\$672.00	\$1,170.00	\$1,470.00	\$828.00
7	\$774.00	\$1,355.00	\$1,705.00	\$956.00
8	\$876.00	\$1,540.00	\$1,940.00	\$1,084.00
9	\$978.00	\$1,725.00	\$2,175.00	\$1,212.00
10	\$1,080.00	\$1,910.00	\$2,410.00	\$1,340.00
11	\$1,182.00	\$2,095.00	\$2,645.00	\$1,468.00
12	\$1,284.00	\$2,280.00	\$2,880.00	\$1,596.00
13	\$1,386.00	\$2,465.00	\$3,115.00	\$1,724.00
14	\$1,488.00	\$2,650.00	\$3,350.00	\$1,852.00
15	\$1,590.00	\$2,835.00	\$3,585.00	\$1,980.00
16	\$1,692.00	\$3,020.00	\$3,820.00	\$2,108.00
17	\$1,794.00	\$3,205.00	\$4,055.00	\$2,236.00
18	\$1,896.00	\$3,390.00	\$4,290.00	\$2,364.00
19	\$1,998.00	\$3,575.00	\$4,525.00	\$2,492.00
20	\$2,100.00	\$3,760.00	\$4,760.00	\$2,620.00

Helpful Tax Tip

Sign up to receive your annual 1098-T tuition tax statement online with My Macomb Self-Service [1098 Electronic Consent](#).

We'll notify you as soon as the PDF form becomes available on My Macomb Self-Service [View My 1098 Forms](#) each January.