PAYMENT OF TUITION AND FEES

Tuition and fees are due and payable at the time of registration. To complete the registration process, tuition and fees must be paid during the registration period. The College does not provide for installment payments of fees, tuition books, etc.

Methods of Payment:

Cash or Personal Check

OR

Pay on-line with Mastercard, Visa or American Express at www.southwesterncc.edu, then click on “Admissions”, then click on “Credit Card Payment”.

Students receiving financial aid or third-party funding (Pell Grants, BIA, Vocational Rehabilitation, scholarships, etc.) must provide written consent to the Business Services Office for payment of tuition and fees during the registration period to complete the registration process. See OTHER section of this catalog.

Students unable to pay tuition and fees in full at registration can make a request to the Business Services Office for a 10 calendar day deferment. This request must be made on registration day and is a one-time only privilege. Even if a deferment is granted, students will be required to pay 25% of the tuition at the time of the request.

Students must clear any unpaid balance due on account from any previous semester in order to register for a new semester or receive an official transcript.

How to Contact Business Services and Cashiers Office

Location: Jackson Campus, Balsam Center

Hours: Monday – Friday, 8:00 a.m. – 5:00 p.m.

Telephone: (828) 586.4091, ext. 290

Toll-free: (800) 447.4091

Address: 447 College Drive, Sylva, North Carolina 28779

Web page: www.southwesterncc.edu

REFUND POLICY

If a student withdraws from class(es) prior to the 10% point of the class(es), SCC will calculate the student's refund amount using the state refund policy as stated below.

1. A refund shall not be made except under the following circumstances:

A) A 100% refund shall be made if the student officially withdraws prior to the first day of class(es) of the academic semester or term as noted in the college calendar. Also, a student is eligible for a 100% refund if the class in which the student is officially registered is cancelled due to insufficient enrollment.

B) A 75% refund shall be made if the student officially withdraws from the class(es) prior to or on the official 10% point of the semester.

C) For classes beginning at times other than the first week (seven calendar days) of the semester a 100% refund shall be made if the student officially withdraws from the class prior to the first class meeting. A 75% refund shall be made if the student officially withdraws from the class prior to or on the 10 percent point of the class.

D) A 100% refund shall be made if the student officially withdraws from a contact hour class prior to the first day of class of the academic semester or term or if the college cancels the class. A 75% refund shall be made if the student officially withdraws from a contact-hour class on or before the tenth calendar day of the class.
2. To comply with applicable federal regulations regarding refunds, federal regulations supersede the state refund regulations stated in this Rule.

3. Where a student, having paid the required tuition for a semester or term, dies during the semester (prior to or on the last day of examinations of the college the student was attending), all tuition and fees for that semester or term may be refunded to the estate of the deceased.

State Refund Policy
Southwestern Community College does not have an approved Accrediting Agency Refund Policy.

Non-Title IV Recipients
The refund policy for students not receiving Title IV financial aid is the same as the State Refund Policy statement above.