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# UNDERGRADUATE ADMISSION

This section provides information on admission procedures for undergraduate programs, as well as information on tuition, fees and financial aid. Students considering graduate programs should review specific admission and program requirements in the Graduate section of this Catalog.

## **Undergraduate Admission**

The Admission Committee grants acceptance to students who have demonstrated their ability to benefit from the education offered at Rockhurst University, without regard to religion, race, gender, age, disability or national origin. In most cases, this judgment will be based upon records of prior academic work. It is the responsibility of the applicant to see that all transcripts, records of tests and recommendations that give evidence of scholastic ability, character, and other credentials predictive of success at Rockhurst are forwarded to the Office of Admission at Rockhurst University. Interviews are encouraged and pre-admission counseling is available.

Rockhurst University welcomes students from diverse religious, racial and ethnic backgrounds and strives to maintain an atmosphere of respect and sensitivity toward the ultimate dignity of every person.

## **Admission from High School**

To be considered for admission to the freshman class, an applicant should have forwarded the following materials:

1. An application form with recommendation completed by student's counselor;
2. An up-to-date, official transcript including three years of high school work and rank in class;
3. Results of the American College Testing Program examination (ACT) or the Scholastic Aptitude Test (SAT) of the College Board;
4. A \$25 non-refundable application fee. The fee may be waived based on written request from the student's secondary school counselor. The application fee may be waived for online applications or on special application mailings.

Enrolling freshmen will be required to present a final high school transcript to Rockhurst University. This transcript needs to show date and verification of graduation. Failure to provide proof of high school graduation can result in the loss of a student's admitted status.

To be considered for admission, an applicant's transcript must show not less than 15 academic units from an accredited four-year high school, or 12 academic units from an accredited three-year high school. Rockhurst recommends that students complete the following academic units: four English; three math; three history-social sciences; two units of science (including at least one lab science); four to five units of academic electives (at least two units of foreign language are recommended).

## **Admission with Advanced Placement from High School**

Rockhurst University will grant advanced placement and/or credit to high school graduates who have proved their competence by their scores on the Advanced Placement Tests

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administered by the College Entrance Examination Board. Scores of 4 or 5 may result in the granting of college credit and a score of 3 will allow consideration of advanced placement in the subject. A student wishing to have Advanced Placement test results evaluated for credit should submit official score reports to the Office of the Registrar if not previously submitted to Admissions. (See “Note.”)

### **Dual Credit**

Students who were jointly enrolled in college courses (from regionally accredited institutions) while attending high school may receive college credit provided the work falls within the Rockhurst curriculum guidelines. There is no limit on the number of dual credit hours which may be counted toward the 128-hour graduation requirement for the undergraduate degree. There is no limit on the number of dual credit hours that may be earned through Rockhurst University Advanced College Credit Program (ACCP). However, a student may earn no more than 11 hours of ACCP credit in any given semester from Rockhurst University. Official college transcripts should be submitted with the application for admission for evaluation of this credit.

### **Admission with International Baccalaureate Credit from High School**

Rockhurst University recognizes the rigorous course of studies undertaken by high school students enrolled in approved International Baccalaureate programs. Therefore, high school students enrolled in higher-level International Baccalaureate courses are entitled to consideration for the granting of college credit for these courses. A score of 5 to 7 on the higher-level examinations will result in the granting of college credit equivalent to the lower division courses published in this catalog. A score of 4 will allow the student consideration for advanced placement in a given subject, but will not warrant the granting of college credit. A student wishing to have International Baccalaureate test results evaluated for credit should submit official score reports to the Office of the Registrar if not previously submitted to Admissions. (See “Note.”)

### **College Level Examinations**

Rockhurst University enables students who have had advanced courses in high school and have done well in them to proceed at a faster pace in college and to take advanced work more quickly. For this purpose, those who wish may take Subject Level Examinations in various areas of the College Level Examination Program (CLEP) administered at centers throughout the United States during the year. General CLEP Examinations are not accepted. A student wishing to have CLEP test results evaluated for credit should submit official score reports to the Office of the Registrar if not previously submitted to Admissions. (See “Note.”)

*Note: Students who achieve acceptable scores may be granted exemption from requirements and/or credits up to a maximum of 32 semester hours from Advanced Placement, International Baccalaureate or CLEP. There is no limit on the number of hours accepted toward the degree for college credits earned during high school if taken from regionally accredited institutions.*

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## **Admission with a GED (General Education Development) Certificate**

Students who have completed their GED can apply for undergraduate admission to Rockhurst University. An official GED certificate, all high school transcripts, as well as an ACT or SAT test score must be supplied to support the application. An admission interview is required.

## **Transfer Admission/Admission from Other Institutions**

Applicants with a least 12 credit hours from an accredited college or university are eligible to apply as a “Transfer” student. To be considered for transfer admission, applicants should complete the following procedures:

1. File a completed application at the Admission Office or electronically through [www.rockhurst.edu](http://www.rockhurst.edu);
2. Submit a non-refundable \$25 application fee (the application fee may be waived for online applications);
3. Request the following credentials be sent to the Office of Admission:
  - a. Current official transcripts from each college or university attended;
  - b. Applicants with less than 24 college credit hours must also submit high school transcripts and standardized test scores from ACT or SAT.

The application and credentials will be reviewed prior to making an admission decision. Applicants with fewer than 24 college credit hours will be evaluated in a like manner as entering high school students.

## **Undergraduate Evening Program Admission/Admission from Other Institutions**

Students who choose to submit an application to pursue either a degree or certificate in the evening program should complete the following to be considered for admission:

1. File a completed application at the Admission Office or electronically through [www.rockhurst.edu](http://www.rockhurst.edu);
2. Submit a non-refundable \$25 application fee (the application fee may be waived for online applications);
3. Request the following credentials be sent to the Office of Admission:
  - a. Current official transcripts from each college or university attended;
  - b. Applicants with less than 24 college credit hours must also submit high school transcripts.
4. Evening student applicants may be required to provide additional credentials. For more information please consult the Director of Transfer Admission.

The application and credentials will be reviewed prior to making an admission decision.

## **Transfer Credit**

Rockhurst University accepts transfer credit under the following guidelines:

1. Institutions must be accredited by a higher education regional accrediting association.
2. A maximum of 64 hours can be transferred from two-year junior or community colleges.

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3. Coursework must have a minimum grade of “C-” achieved in order to be accepted. Coursework accepted with a minimum grade of “C-” may not be used to satisfy upper-division major or minor requirements.
  4. Coursework with a grade of Pass, Credit, or Satisfactory will be accepted only with documented evidence that such grades are at least equivalent to a minimum “C-” grade.
  5. Credit hours, not grade points, are counted toward Rockhurst degree programs.
  6. Practicum, internship, field experience, directed research, directed reading, independent study, cooperative education are not accepted.
  7. Correspondence work is accepted only under special circumstances, and with prior approval of the academic dean.
  8. Transfer coursework attempted after enrolling at Rockhurst must be pre-approved in order to count toward the student’s Rockhurst degree program.

For institutional accreditation reasons, the University is required to have on file official transcripts from all institutions of higher education a degree-seeking student has attended, whether or not the credit is applied to their Rockhurst degree program.

If the student has fewer than 24 transfer credit hours, they must provide their official final high school transcript showing their graduation date or GED. If a student is seeking a certificate at Rockhurst, and they have received a degree from another university, they are required to provide only a transcript from that university. If they have not received a degree elsewhere, they must provide transcripts from all other colleges. If the certificate-seeking student has no college credit, they must provide their official final high school transcript showing their graduation date or GED.

Rockhurst University reserves the right to reject course work from institutions not accredited through North Central Association of Colleges and Schools or other accrediting associations as determined by the Registrar’s Office. Such course work is not accepted for transfer or satisfaction of degree requirements at Rockhurst University.

### **Campus Visit/Interviews**

As part of the application process, students are encouraged to visit the main campus and arrange personal interviews with an admission counselor and/or faculty advisor. The interview includes a full campus tour, explanation of the liberal arts core, unofficial evaluation of transcripts and a full discussion of individual degree requirements. Admission staff members are generally available and maintain flexible schedules for interview and tour requests. An appointment may be made by calling (816) 501-4100 or (800) 842-6776 or via the web at [www.rockhurst.edu/visit](http://www.rockhurst.edu/visit).

### **International Student Admission**

An international student is any student who is not a citizen or permanent resident of the United States and attends, or has attended, a school not located on U.S. Territory. Foreign students currently attending an American institution on a student visa are also considered international candidates for admission. International students are required to participate in the student health insurance program during their tenure at Rockhurst.

*International applicants must submit the following materials:*

1. An international application form with recommendation completed by the student’s counselor;

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2. Complete and official high school and, if appropriate, college academic credentials (in most cases, an English translation and evaluation is required);
  3. Results from the Test of English as a Foreign Language (TOEFL) with a minimum of 550 on the paper-based test or a score of 207 on the computer-based test. Students from English speaking countries need not submit TOEFL results;
  4. Results from the Scholastic Aptitude Test (SAT) or the American College Testing Program (ACT) may be required;
  5. Certification from a bank of the student's ability to pay for educational expenses at Rockhurst;
  6. A \$50 application fee. (The application fee may be waived for online applications.)

### **Health Insurance**

A health insurance plan designed for the students of Rockhurst University is available to all students. Benefits under this plan are described in detail in a brochure available in the Office of Student Development. The plan is mandatory for all international students. All full-time undergraduate students must participate unless they provide proof of current health insurance. The Rockhurst plan protects students 24 hours a day whether on or off campus, or at home during summer or interim vacation periods.

### **Unclassified, Audit, Visiting or Exchange Student Admission**

**Unclassified:** Individuals are welcome to enroll for up to 18 hours as “unclassified,” non-degree seeking students. Applicants seeking admission as unclassified students must have completed the requirements for a high school degree or equivalency program. Additionally, applicants must be in good standing at the last school, college or university attended. Students entering Rockhurst as unclassified students are not eligible for institutional financial aid.

An Unclassified Application may be obtained through the Admission Office or filed electronically through [www.rockhurst.edu](http://www.rockhurst.edu). A non-refundable \$25 application fee is required prior to processing. (The application fee may be waived for online applications.) Acceptance is valid for one term and will need to be renewed each academic term. Rockhurst University reserves the right to limit the number of cumulative credits taken as an unclassified student to 18 hours.

**Auditors:** Those students taking courses for interest or the development of their own skills and not with the intention of seeking credit or a degree may enroll in courses for audit. Auditing students are not required to do course work or to take examinations, but are expected to attend class regularly. Course fees for credit and audit are the same. Students may not change from audit status to credit status after registration. Students may change from credit to audit status. The procedures and deadlines for withdrawal from individual classes also pertain to changes to audit status. Students wishing only to audit classes should follow the same application procedures as unclassified applicants. Generally, students entering Rockhurst as auditors only are not eligible for institutional financial aid.

**Visiting Students:** Students visiting Rockhurst University from other institutions of higher education must certify that they are in good academic standing at their home institution. Students entering Rockhurst as visiting students are not eligible for institutional financial aid.

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**Exchange Students:** Rockhurst University participates in the Kansas City Area Student Exchange (KCASE) consortium program. Institutions participating in the consortium are Avila College, Kansas City Art Institute, Kansas City Metropolitan Community Colleges, University of Missouri-Kansas City, and Park University. Rockhurst has an independent agreement with William Jewell College as well.

Under the terms of the KCASE consortium agreement, full-time students (enrolled in at least 12 semester hours) from member institutions are eligible to take one course per fall or spring semesters only. Eligible students must provide appropriate documentation from their home institution indicating their qualification for KCASE. Additionally, KCASE students must complete an Unclassified Application and return it to the Admission Office prior to registration. All application fees are waived for KCASE students. Unclassified applications are available at the Admission Office or may be filed electronically at [www.rockhurst.edu](http://www.rockhurst.edu). For more information about the KCASE program, see Exchange Programs in the undergraduate Enrollment Policies section of this catalog.

### **Readmission to Rockhurst University**

Rockhurst students who do not continue their studies in subsequent spring or fall terms must apply for readmission to Rockhurst. Previous unclassified, auditing, visiting or exchange students are not considered candidates for readmission, but must follow the guidelines for standard undergraduate admission or transfer admission or unclassified admission as appropriate.

To apply for readmission, complete a Readmission Application available at the Admission Office or electronically at [www.rockhurst.edu](http://www.rockhurst.edu). Applicants who have attended other colleges or universities since last attending Rockhurst must provide official transcripts from those institutions. Transfer course work from other institutions is considered under the same guidelines as other transfer course work and the individual must provide evidence of good standing at the other institutions.

Return the completed Readmission Application form to the Admission Office. The Admission Office will determine if the applicant is in good standing at Rockhurst University prior to readmission. To be in good standing at Rockhurst University, the applicant must resolve any financial encumbrance, academic probation or disciplinary matters with the appropriate campus office prior to admission. All transcripts from other institutions should be sent to the Admission Office. There is no application fee.

### **Non-Credit Course Option**

Rockhurst University offers a non-credit enrollment option that allows individuals over the age of 18 to participate in selected undergraduate or graduate course offerings on a non-credit basis at a tuition rate of \$125 per semester hour. Students participating in this program should contact the School of Graduate and Professional Studies in Van Ackeren Hall, Room 300, or call (816) 501- 4767 to register.

Individuals selecting the non-credit option will be required to file a form in the School of Graduate and Professional Studies indicating their understanding that the course is not for credit, that no academic record will be maintained in regards to their participation, and that they will be allowed to participate on a space-available basis. (Therefore, final confirmation of one's ability to participate may not occur until the start of classes.) Furthermore, please note that it is not possible to change from a non-credit to a credit status after registration. Since the University will not maintain an academic record for non-credit students, withdrawals need no formal processing. Out of courtesy, however,

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students should notify the instructor and the School of Graduate and Professional Studies of his or her intent to withdraw. Non-credit students will receive a full refund if they contact the School of Graduate and Professional Studies indicating their desire to withdraw from a course by the full refund date as published online at the Rockhurst University website, [www.rockhurst.edu](http://www.rockhurst.edu), but will receive no refund thereafter.

The School of Graduate and Professional Studies will complete the registration and billing process. Students participating in the non-credit option for undergraduate courses are not subject to any of the University's regular admission criteria, nor do they need to process any paperwork in the Office of Admission. Individuals opting to take a graduate course as a non-credit option may have to present documentation that they have completed appropriate prerequisite work. The appropriate corresponding Dean's Office will be responsible for assessing materials related to graduate courses. The University reserves the right to restrict courses offered as a non-credit option. Requirements for class participation are the prerogative of the individual faculty member.

### **Sixty-Plus Program**

This program offers the opportunity for persons 60 years old or older to take undergraduate courses at a discounted tuition rate on a space available basis. The program offers credit options. The tuition rates are listed in the section on tuition and fees, and registration procedures can be found online at the Rockhurst University web site, [www.rockhurst.edu](http://www.rockhurst.edu), each semester.

### **Sixty-Plus Credit Enrollment**

Students must complete an application for admission. Regular Rockhurst admission policies are in effect and allow for:

1. Admission into an "unclassified" category in which the student can accumulate 18 semester hours before a full admissions evaluation is required.
2. Admission into a degree-seeking category that requires a full credentials review. Refunds for course withdrawals will be calculated according to the schedule published on-line at the Rockhurst University web site, [www.rockhurst.edu](http://www.rockhurst.edu). Refunds for students who change from credit to non-credit will be calculated by subtracting \$100 from the total amount paid and then figuring the refund on the balance according to the percentage of refund due at the time of the change (See [www.rockhurst.edu](http://www.rockhurst.edu).) For more information, please call the College of Arts and Sciences Dean's Office at (816) 501-4075.

### **Alumni Discount Program**

In an effort to give more opportunities for Rockhurst graduates to reassociate themselves with the University, and to encourage continuing education opportunities, Rockhurst offers a discount program for alumni.

Participating students must have earned a degree from Rockhurst University. The alumni discount program enables persons holding Rockhurst baccalaureate degrees to take undergraduate courses only. Students participating in the alumni discount program will be subject to the same academic requirements (e.g., prerequisites, admission qualification, etc.) as regular students. Students should submit an application for readmission through the Office of Admission. The student must meet the regular readmission standards of the University.

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Enrollment through the alumni discount program will be on a space available basis only, and students are limited to *one* course per semester and a total of *one* course in the summer. The University reserves the right to exempt certain courses or programs from this discounted registration policy (e.g., nursing, independent studies, etc.). The registration for students participating in the alumni program will be held after regular students have completed registration. Although students are encouraged to seek information and readmission early, students may not register or pre-register for classes under this program prior to the first day of classes. Registration or pre-registration in a class prior to this time will invalidate the discount program.

The tuition for the alumni discount program is to be one-half of the regular tuition for the particular course plus any special fee (e.g., lab fees). The tuition for the discounted course must be paid in full at the time of registration for the course in order for the discount to apply. Tuition for a discounted course will not be applied to any other payment plan.

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## UNDERGRADUATE TUITION AND FEES

**T**he payment of tuition and fees constitutes and finalizes registration. Selection of classes is pre-registration. Failure to finalize registration will result in a cancellation of classes and will require a reselection of classes through the Dean's office and payment in the Business Office before attending class. Students who do not satisfy their financial obligations before the first day of class may not attend class. Students who do attend class and have not satisfied their financial obligations will be removed from class.

The University currently offers students several tuition and fee payment plans. Under the first plan, tuition, fees, room and board are due in full at registration. Students must pay the appropriate amount in order to be enrolled and attend class. Under the alternative plans, the University allows students to pay tuition, fees, room and board costs over an installment period depending on the plan selected. In order to qualify for any plan the student must have no history of account delinquency. Students who qualify for an alternative plan may register by having met the terms of their plan. Budgets for the alternative plans are computed using total costs less any financial aid, scholarships, or grants.

No alternative payment plan is available for summer school. Tuition, fees, room and board are due in full at registration.

**Students whose accounts show unpaid balances from prior semesters will not be permitted to register for current or future semesters until all unpaid balances are cleared, including applicable penalty charges.**

Students attending the University under a University-approved employer-paid plan must make arrangements for payment of tuition, fees, room and/or board prior to registration. Students whose employers pay partial costs are liable for those costs over and above that paid by the employer. Those costs paid by the student may be paid in full at registration or, if the student qualifies, tuition and fees may be paid under an alternative plan.

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Transcripts of academic records will not be issued by the Registrar's Office for any student or former student whose student account is delinquent or for any student or former student whose NDSL/Perkins Loan repayments are delinquent. Delinquent balances must be paid in full or repayment plans brought current prior to the issuance of academic transcripts. *Collection costs and fees for unpaid balances forwarded to outside agencies for collection will be born by the student.*

### **Refunds and Reduction in Charges**

If a student withdraws or is dismissed from the University during the first week of a semester, the student will receive in refund the total amount of tuition and fees paid, less a withdrawal fee. Resident students will receive a pro rata refund of the total amount of room and board paid if they withdraw or are dismissed during the first week of scheduled instruction. Students withdrawing or being dismissed after the end of the first week of scheduled instruction are eligible for refunds and/or reduction in charges in accordance with the schedule published for that semester on-line at the Rockhurst University website [www.rockhurst.edu](http://www.rockhurst.edu). Students should note that, depending on the amount of money paid to the University at registration, withdrawal or dismissal may or may not result in an actual refund of money to the student. Circumstances may occur in which the student still owes money to the University even after appropriate reduction in tuition, fees and/or room charges.

Beginning with the second scheduled week of instruction, resident students who withdraw or are dismissed will receive a pro rata reduction in room charges for each full week not in residence as a result of withdrawal or dismissal. Students who withdraw or are dismissed after the twelfth scheduled week of instruction are not eligible for a reduction.

### **Health Insurance**

A health insurance plan designed for the students of Rockhurst University is available to all students. Benefits under this plan are described in detail in a brochure available in the Office of Student Development. The plan is mandatory for all international students. All full-time undergraduate students must participate unless they provide proof of current health insurance. The Rockhurst plan protects students 24 hours a day whether on or off campus, or at home during summer or interim vacation periods.

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## Tuition and Fees for Undergraduate Programs 2004-2005

*The University reserves the right to change tuition and fees at any time.*

### Tuition

Per semester (12 to 18 hours inclusive)	\$8,975	Advanced College Credit Program (ACCP)	
Day classes per credit hour (1-11 hours)	\$600	per credit hour	\$75
Evening classes* per credit hour (1-11 hours)	\$300	Alumni Discount Program (limit one undergraduate course per semester)	
School of Graduate & Professional Studies per credit hour	\$300	day classes per credit hour	\$300
More than 18 hours per credit hour	\$600	evening classes per credit hour	\$150
Internet courses per credit hour	\$575	60+ Program** for non-credit students per course	\$125
Summer courses (effective Summer 2004) per credit hour	\$285	60+ Program** for credit-seeking students per credit hour (1-11 credit hours)	\$150
Advance Program per credit hour	\$145	60+ Program** for credit-seeking students per semester (12-18 hours inclusive)	\$4,487

\*Evening classes are those which begin after 4:00 p.m.

\*\*Students in the undergraduate School of Graduate and Professional Studies programs are not eligible for this discount.

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## Room and Board Per Semester 2004-2005

### Residence Halls

• <b>Xavier and Loyola Halls</b>		• <b>Student Townhouse Village</b>	
Double Occupancy Room	\$1,450	Four persons 2 bedrooms	\$2,200
Single Occupancy Room*	\$2,060	Six persons 3 bedrooms	\$2,040
• <b>Corcoran (Men)</b>		All rooms include telephone service with voice mail, high-speed internet access, and cable access. Other accommodations, such as suites, are available with varying rates.	
Double Occupancy Room	\$1,450		
Single Occupancy Room*	\$2,060		
• <b>McGee (Women)</b>		<b>Food Service</b>	
Double Occupancy Room	\$1,450	Meal Plan I	\$1,300
Single Occupancy Room*	\$2,060	Meal Plan II	\$1,400
<i>*if available</i>		Meal Plan III	\$1,500

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## Course and Program Fees

Applied music course fee	\$200	First Aid (PE 2440) fee	\$50
Cinema Critique fee	\$50	Photography laboratory fee	\$50
Communications & Fine Arts fee	\$50	Psychology laboratory fee	\$50
Computer laboratory fee	\$50	Science laboratory fee (each course)	\$50
Education Professional Semester fee	\$100		

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## Special Fees

Activity fee for full-time students, per semester	\$120	Nursing fee (spring of 2nd year)	\$200
Application fee for all U.S. students (non-refundable)	\$25	Orientation fee – Freshmen (non-refundable) Fall	\$70
Application fee for international students (non-refundable)	\$50	Replacement of student I.D.	\$25
Deferred Payment Plan fee (per semester, fall/spring only)	\$75	Returned check fee	\$25
Media Technology Fee, per semester		Security Deposit (resident students only)	\$200
Full-time students	\$150	Student Townhouse Village application fee	\$100
Part-time students	\$25	Student medical insurance* (required, per semester)	\$263
Freshman Incentive Program	\$250	Student medical insurance international students (required, per semester)	\$263
Late filing of degree candidacy application	\$50	Transcript fee (same-day, in-person service)	\$5
Late registration fee	\$100	Tuition deposit for new U.S. full-time undergraduate students, fall/spring only	
Late semester examination (each exam)	\$20	(non-refundable; applicable to tuition)	\$200
Matriculation fee for all first-time graduate students, School of Graduate and Professional Studies students, and transfer students (non-refundable)	\$50	Tuition deposit for new international students	\$8,975
		Withdrawal fee	\$35

\* All full-time undergraduate students who can provide proof of adequate insurance coverage will not be required to purchase the University medical insurance plan.

For special program fees, consult the particular program announcement.

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## 2004-2005 Payment Policy

Tuition, fees, board and room, where applicable, are payable by the tuition payment deadline as shown on-line at the Rockhurst University website, [www.rockhurst.edu](http://www.rockhurst.edu). No one will be permitted to register for any subsequent session if there is an unpaid balance.

The payment of tuition and fees, or agreement to a tuition and fee payment plan, constitutes and completes registration. Selection of classes is pre-registration. Failure to complete registration will result in a cancellation of classes and will require a re-selection of classes through the Dean's office and payment in the Business Office before attending class. Students who do not satisfy their financial obligations before the first day of class may not attend class. Students who do attend class and have not satisfied their financial obligations will be removed from class.

The University maintains the following options regarding payment for undergraduate programs:

**Regular Plan:** Full payment any time prior to, but no later than, the time of registration.

**Alternative Payment Plans:** Students who are unable to pay in full may choose our Interest-Free Monthly Payment Option offered in partnership with Tuition Management Systems, Inc. (TMS). This allows paying full year costs in 10 payments beginning in June prior to the August term. There is an annual fee of \$70 for the plan, which includes life insurance for the plan payor for the unpaid portion of the tuition and fees. For more information or to enroll, visit the TMS website, [www.afford.com](http://www.afford.com), or call 1-800-722-4867, or contact the Rockhurst University Business Office or Financial Aid Office.

The University also offers a Deferred Payment plan for eligible students in which one-third of the semester's costs are due at registration, with the remaining balance due in

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two equal payments in October and November (Fall), and March and April (Spring). This plan is NOT available for the summer sessions. There is a \$ 75 fee for this plan for **each semester.**

The University suggests using an ACH (Automatic Clearing House) notification for payments on the University Deferred Payment Plan. Please contact the Business Office for assistance with this process.

The total amount of tuition and fees due under the above payment plans is reduced by the amount of approved scholarships, grants and net loans (gross less processing fee) which the student has obtained through the Rockhurst Office of Admission and Financial Aid **except for student work awards.** Students may elect to apply up to 50% of their work award to their balance for tuition and fees. The student must have a signed Agreement for Direct Application of Work Study Funds to Student's Account on file to include these funds in their payment arrangements. These funds will be applied, as earned, directly to the student's account. Students are responsible for finding a place of employment on campus and working the hours required to earn their work award.

Monthly charges of 1-1/2 percent will be added to delinquent accounts. Overdue accounts will be sent to a collection agency. The University will not refund credit balances created by a Missouri Grant award until the actual funds are received from the State. Students using a payment plan will be required to sign a statement of financial responsibility.

## Refund Policy

No refunds, either for withdrawal from single classes or for total withdrawal from the University, are made unless the student has withdrawn properly in writing through the appropriate Dean's office. Notification of the individual instructor does not constitute an official withdrawal. Until the Business Office is informed by an official withdrawal notice, the student is billed as though he/she were still attending classes. A \$35 fee will be assessed for complete withdrawals.

To begin the withdrawal process, the student must notify Rockhurst University as noted in the Withdrawing from Courses section of the catalog.

The return of federal funds formula provides for a return of Title IV aid if the student received federal financial assistance in the form of a Federal Loan and withdrew on or before completing 60% of the semester/term. Funds are returned as follows:

1. Unsubsidized Federal Stafford Loan
2. Subsidized Federal Stafford Loan
3. Federal Perkins Loan
4. Federal PLUS Loan
5. Federal Pell Grant
6. Federal Supplemental Educational Opportunity Grant (FSEOG)
7. Other Title IV Funds
8. Other federal, state, private, or institutional sources of aid
9. The student

*If funds were released to a student because of a credit balance on the student's account, then the student may be required to repay some of the federal grants or loans released to the student.*

Students receiving federal financial aid who withdraw from anything less than 100 percent of their courses will have tuition refunded using the schedule below. All other students not receiving federal financial aid who withdraw from one or all of their courses (both officially and administratively), will also have tuition refunded according to the schedule below.

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## Refunds for First-time Rockhurst Students

First-time students to Rockhurst University, either freshmen or transfers, processing a complete withdrawal from the University will follow Federal pro-rata refund procedures which provide for adjustments up through the first 60 percent of the term as calculated by weeks. After the 60 percent period there will be no reduction of the original charges and they are due and payable in full. The calculation is made using weeks remaining divided by the total number of weeks in the term and rounding the result downward to the nearest whole 10 percent. A comparison will be done with the refund a student would receive from the policy for continuing students. The policy that is most advantageous to the student will be used.

## Refunds for All Other Students

Students will receive the following refund if proper written withdrawal is made before the following weeks:

	% Refund of total charges (tuition, charges, room)
The end of the first week of classes <i>(Total charges less withdrawal fee)</i>	100% - \$35.00
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2nd week	75%
3rd week	50%
4th week	25%
5th week and thereafter balance due is payable in full.	0%

Students with financial assistance awards who withdraw from Rockhurst University will have financial assistance refunded in compliance with federal regulations as stated in the Federal Register. Rockhurst University distributes funds back to federal programs in the following order:

1. Unsubsidized Federal Stafford Loan
2. Subsidized Federal Stafford Loan
3. Federal Perkins Loan
4. Federal PLUS Loan
5. Federal Pell Grants
6. Federal Supplemental Educational Opportunity Grants (FSEOG)
7. Other Title IV Funds

Institutional awards are redistributed after the federal programs.

The University's refund policies may change from time to time to comply with applicable law. Changes in the University's refund policies will be posted on the Rockhurst University Web site, [www.rockhurst.edu](http://www.rockhurst.edu). Questions of payment or refund policy involving unusual circumstances should be addressed to the Vice President for Business and Finance.

## Meal Plan Refunds

Refunds are based on the unused portion of the a-la-carte meal plan less a 15% calculation charge.

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# UNDERGRADUATE FINANCIAL AID PROGRAMS & POLICIES

While the primary responsibility for financing a college education rests with the student and his or her family, Rockhurst University has designed a financial assistance program for students who would be unable to attend without such aid. Awards are also made in recognition of academic achievements and the particular talents or ability of the student applicant. Financial aid programs and policies are established by the President of the University upon recommendation from the Admissions and Financial Aid Committee. The Director of Financial Aid is responsible for coordination of the total financial aid programs.

Financial assistance is awarded to supplement the family's contribution when family funds are not sufficient to cover educational costs. The University attempts to meet a student's established financial need through a combination of gift aid (scholarships and grants), and self-help (loans and employment). For new students, funding preference is given to full-time students who complete the application process by March 1st prior to the award year.

## **Determination of Need-Based Financial Aid Eligibility**

Rockhurst University utilizes the need analysis information from the Free Application for Federal Student Aid (FAFSA) to establish financial need. All students applying for financial aid based on need must complete the FAFSA need analysis form each year and designate Rockhurst University to receive the processed application. Need is determined by subtracting the family (student and parent) contribution as calculated on the FAFSA from the cost of education. The cost of education includes tuition, room and board and allowances for books, transportation, personal expenses and loan fees. The student's need for assistance can be met with grants, scholarships, loans or employment, either singly or in combination.

## **Eligibility for University Scholarships & Grants**

The following assumptions apply to Rockhurst University scholarships and grant awards:

1. College aid awards are available to full-time students only (enrolled in at least 12 credit hours per semester) who are in good academic standing. To qualify for federal aid, a student must be registered as at least a half-time student. Institutional aid is available to day students only. Students should be degree seeking or certificate seeking. Adjustments in aid resulting from enrollment changes will not be made past the first two weeks of school in conjunction with the university's policy of charge adjustments.
2. Students who have earned a bachelor's degree are not eligible for college scholarships and grants.
3. Scholarship amounts are locked in at the time of enrollment, subject to renewability criteria.
4. Scholarship renewal is determined at the end of each academic year, not at the end of each semester. Students enrolled in summer school have their renewal grade point average (GPA) commuted following the summer session. Scholarships can be renewed, but not lost because of summer school.

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5. Students applying for renewal of either need or no-need college aid must reapply each year.
  6. University funds are available for only four years or eight semesters, except nursing students who receive funding from Research College of Nursing during their junior and senior years, and students receiving athletic scholarships. Transfer students will have aid eligibility determined by taking the eight semesters eligibility and subtracting the number of semester hours transferred from the prior school divided by 15. Transfer students will be advised individually regarding their remaining aid eligibility.
  7. Students who have previously attended Rockhurst University, and who are readmitted or return following a leave of absence, will be classified as a transfer student for the purpose of scholarship eligibility if they have earned more than 12 hours since their last term of attendance at Rockhurst University. Students who have earned 12 or fewer hours since their last term of attendance reenter under the criteria of any academic scholarship that they previously received, subject to available funding.
  8. The maximum gift aid award will not exceed the total tuition (12-18 hours), room and board for students receiving need-based financial assistance, and residing either on campus or off campus. Federal, state and other rules (such as athletic conference) may also apply. For all other students, the maximum gift aid award will not exceed tuition (12-18 hours). Any combination of college grants and scholarships will not exceed tuition. Refer to the Room and Board and Residence Life sections in this catalog for additional information.
  9. Residence Hall Grants: Students receiving a Resident Hall grant are expected to live in one of our three traditional halls (does not pay for students to live in Town house Village or a theme house) and maintain satisfactory academic progress. The grant will only cover up to a double room rate and students receiving grant must purchase a meal plan every semester. Student's grants are reviewed annually and are contingent on available space and student's discipline record. If a student is on disciplinary probation or has ongoing behavioral issues which are disruptive to the Rockhurst community, their grant will not be continued for subsequent years. Students receiving other institutional housing compensation will not receive the Residence Hall grant, as their institutional aid cannot exceed the cost of housing. Refer to the Room and Board and Residence Life sections in this catalog for additional information.
  10. Federal Stafford loan eligibility is established by filing the FAFSA each year. Loan amounts are determined by class standing at the time of initial enrollment.
    - a. 0-29 hours earned           \$2,625
    - b. 30-59 hours earned       \$3,500
    - c. 60+ hours earned         \$5,500
    - d. Graduate                    \$18,500
  11. The Financial Aid Office is the only office at Rockhurst University authorized to offer financial aid to students. Only awards originating from this office will constitute a commitment on behalf of the university. Recommendations for scholarships can be made by faculty or staff, and these recommendations are considered before the award is sent.

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## **Institutional Financial Aid**

Institutionally funded financial aid is an investment in a student. Should the university determine that a student is not living up to the Code of Conduct, it may revoke institutionally funded financial aid. Revocation of institutionally funded aid is generally imposed in relation to disciplinary probation or more restrictive sanctions for serious offenses under the Code of Conduct. Normally revocation of institutionally funded financial aid applies to the subsequent semester, however, each circumstance will be determined individually. A student may apply to the Associate Vice President for Student Development for reinstatement of institutional financial aid after successful completion of the revocation period and full compliance with all related sanctions. Refer to Student Responsibilities & Community Standards of Behavior in the College Life section of this catalog.

## **Nursing Students**

Freshman and sophomore nursing students apply to and receive financial assistance from Rockhurst University. Rockhurst scholarships do not renew for the junior and senior years. Junior, senior and Research College of Nursing students apply to and receive financial assistance from Research College of Nursing. More information is available in the *Research College of Nursing Catalog*.

## **Coordination of Financial Aid**

Any financial aid awarded is subject to review in light of assistance received from outside organizations or agencies. Funds received from outside sources that exceed the limits of gift and need based aid will be coordinated to first reduce the loans and/or work funds and then college/grant scholarships. Each award will be evaluated and adjustments made within university and program guidelines.

## **Financial Aid for Study in Off-Campus Programs**

A student eligible to receive aid from Rockhurst University may continue to receive aid, if eligible, for approved off-campus study, such as internship. The students must be enrolled for credit at Rockhurst University in order to receive assistance. In no case will aid be greater than aid awarded for equivalent on-campus course credit.

## **Standards of Satisfactory Academic Progress to Maintain Financial Aid Eligibility**

Financial aid from any sources is provided for only one academic year at a time. Aid sources will provide aid to full-time students for only two semesters as a freshman, two semesters as a sophomore, two semesters as a junior and two semesters as a senior. Financial aid can be renewed each year provided the student remains in good academic standing, shows financial need on the FAFSA or demonstrates continued talent or academic achievement as stipulated in the original entering award.

A degree-seeking student at Rockhurst University is considered to be in good academic standing if he or she completes a reasonable number of credit hours toward a degree each academic year and maintains the minimum cumulative GPA for good standing as shown below. The minimum cumulative grade point averages required for good standing are as follows:

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• At end of Academic Year 1	32 credits earned, Sophomore	2.0 cum. GPA
• At end of Academic Year 2	64 credits earned, Junior	2.0 cum. GPA
• At end of Academic Year 3	96 credits earned, Senior	2.0 cum. GPA
• At end of Academic Year 4	128 credits earned, Senior	2.0 cum. GPA

*Note: Students must complete at least 30 hours per year in order to advance to the next student level and earn additional loan eligibility. In order to complete the 128 hours required for an undergraduate degree in four years, a student should take a minimum of 16 hours per regular semester, 32 hours annually.*

A full-time eligible student is expected to complete a degree in four academic years. Full-time students (enrolled in 12 or more semester hours) must earn a **minimum** of 24 semester hours per academic year. Graduate and part-time students must complete 80% of all hours attempted.

Transfer students must comply with the Rockhurst standards for satisfactory academic progress in credit hours and GPA and then reviewed each semester thereafter. Transfer hours will be included in the number of hours completed. Students readmitted to Rockhurst University or returning from a leave of absence are subject to any academic progress requirements in force at the time of their last enrollment at the university. The following are not considered as credits successfully completed: “F” grades, “I” incompletes, “W” withdrawals and “AU” audits. In the case of repeated courses, the course will be counted only the last time attempted. However, all students are required to be in good standing and earn a minimum of 48 semester hours by the end of the second academic year to retain eligibility for financial aid. In no case will federal financial aid eligibility be extended to any student who is enrolled beyond 150% of the published length of the program study.

Each student’s progress will be reviewed at the end of each academic year to determine satisfactory academic progress. Students not meeting the standard for a particular term will be placed on financial aid warning, will receive a one-semester financial aid award, and will be notified in writing by the Director of Financial Aid. Students on financial aid warning who fail to meet the standard by the end of the next semester will be placed on financial aid suspension until all academic progress requirements are met. No institutional, state, or federal financial assistance eligibility can be certified until academic deficiencies are satisfied. Students have a one-semester grace period to make up academic deficiencies.

A student whose federal or college aid is terminated due to failure to comply with this policy may appeal the aid termination to the Admissions and Financial Aid Committee. Appeals must be submitted in writing to the Director of Financial Aid explaining any mitigating circumstances that caused the student’s academic progress to be less than the requirements, supported with documentation. The Admissions and Financial Aid Committee will inform the student of their decision concerning the appeal within 30 working days after receipt of the appeal. Decisions of the Financial Aid Office are final.

Once financial aid eligibility has been terminated due to lack of satisfactory academic progress, the student must make up all deficiencies in cumulative grades and/or credit hours earned for his or her academic level before financial aid eligibility will be reinstated.

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## **Payment of Awards**

In most cases, one-half of the aid award is applied to the student's account for each semester. The billing statement from the university's Business Office will reflect the student's charges and financial aid. Earnings from campus employment are not credited toward that balance due, but are paid to the student as earned.

The university may terminate Federal Work Study employment at any time for failure to perform duties satisfactorily; the university is released from its obligation to find replacement employment. Work assignments terminated for this reason will not be replaced with any other form of financial aid funds. Termination of employment may jeopardize future campus employment opportunities, as the number of campus jobs available is limited.

## **Withdrawals and Refund**

Students who withdraw prior to completion of a semester are subject to the University's policy concerning withdrawals and refunds. See Refund Policy in the Tuition and Fees section of this catalog. To secure a refund, students must complete the withdrawal process prescribed by the university. For students receiving financial aid, the refund will first be repaid to the Title IV programs, state grants and institutional funds in accordance with existing federal regulations and institutional policy in effect on the date of withdrawal with respect to the various types of aid. If any additional refund is appropriate, the funds will be repaid to the student. It is possible that students who withdraw will still have an outstanding balance due to the university that must be paid.

## **Return of Title IV Aid**

The federal student financial aid refund and repayment requirements do not apply to a student who withdraws from some classes, but continues to be enrolled in other classes; they only apply when the student (1) fails to attend classes for the period of enrollment for which he or she was charged, or (2) withdraws, drops out, takes an unapproved leave of absence, fails to return from an approved leave of absence, is expelled, or otherwise fails to complete the period of enrollment for which he or she is charged. These rules do not apply to students who have not received federal student financial aid funds for the enrollment period in question.

## **Refund**

The unearned amount of institutional charges that must be returned to the federal student financial aid accounts, other sources of aid, and the student, for a student who has received federal student financial aid and who has ceased to attend school. The refund is the difference between the amount paid towards institutional charges and the amount Rockhurst can retain.

## **Repayment**

The unearned amount of a direct disbursement to a student, who has ceased attendance, which must be paid back. If Rockhurst determines that a student received a disbursement of financial aid in excess of the living expenses that could have been reasonably incurred while still enrolled, then a portion of the disbursement was not earned and must be repaid by the student to the student financial aid programs.

Federal Work Study funds are never included in the refund and repayment process.

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Refund and repayment amounts must be distributed according to the specific priority prescribed in the law and regulations:

1. Unsubsidized Federal Stafford Loan
2. Subsidized Federal Stafford Loan
3. Federal Perkins Loan
4. Federal PLUS Loan
5. Federal Pell Grant
6. Federal Supplemental Educational Opportunity Grant (FSEOG)
7. Other Title IV Funds
8. Other federal, state, private, or institutional sources of aid.
9. The student

*NOTE: If you owe a repayment, you will not be eligible to receive any federal financial aid at any school in the future until repayment has been made.*

Repayments from student financial aid recipients must be distributed as follows:

1. Unsubsidized Federal Stafford Loan
2. Subsidized Federal Stafford Loan
3. Federal Perkins Loan
4. Federal PLUS Loan
5. Federal Pell Grant
6. Federal Supplemental Educational Opportunity Grant (FSEOG)
7. Other Title IV Funds

Funds returned to any student financial aid program may not exceed those received from that program.

### **Renewal and Adjustment of Aid**

Financial aid is not automatically renewed each year. In addition to specific requirements of the federal financial aid programs, students must apply each year by submitting the Free Application for Federal Student Aid (FAFSA) or by notifying the Financial Aid Department that they do not intend to file the FAFSA. The aid processor mails Renewal FAFSA information to all prior year applicants each year, or a blank FAFSA for the coming academic year can be obtained from the Financial Aid Office. The FAFSA should be filed as soon as possible after January 1, preferably when completed tax information for the preceding calendar year is available. You may also apply online at [www.fafsa.gov](http://www.fafsa.gov).

Priority awarding consideration is given to all aid applications completed no later than March 1 of the year prior to fall enrollment. Students may apply for financial assistance anytime during the academic year. A completed financial aid file consists of a valid FAFSA need analysis and all required verification documentation. In addition, the student must also be registered for classes.

Each student must be able to document the information submitted on the need analysis (FAFSA) with income tax forms and/or other data required by the university or federal government prior to the receipt of Federal Title IV financial aid (Federal Pell Grant, FSEOG, Federal Work Study, Federal Perkins Loan or FFELP Stafford Loan). Documentation requested must be provided to the Financial Aid Office prior to the end of the semester for which it is requested; any additional deadlines established by the U.S. Department of Education shall also apply. Failure to complete verification will result in

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the withdrawal of all need based aid funds. Students whose application information must be corrected will be notified by the Financial Aid Office as to the corrections required.

Award adjustments may occur at any time during the year and result from such reasons as: adjustments to the financial need calculations due to a change in the family's financial condition, errors by the family or university, additional funds available for award or reduction in funds from outside sources.

The Financial Aid Office will review a student's expected family contribution (EFC) if the student and/or family experience a significant change in their financial circumstances. An increase in need will not necessarily result in an increase in the financial aid award. Such adjustments depend upon funds available at the time the request for review is made. Therefore, notification of change in financial circumstances should be made as soon as they occur.

### **Right to Appeal**

All students have the right to appeal or reject any aid awarded by the university and to appeal any award decisions to the Admissions and Financial Aid Committee. Appeal of the financial aid award must be submitted in writing to the Director of Financial Aid. The Admissions and Financial Aid Committee will inform the student of their decision concerning the appeal within a reasonable time following its receipt. Send appeals to:

**Director of Financial Aid**  
**Financial Aid Office**  
**Rockhurst University**  
**1100 Rockhurst Road**  
**Kansas City, MO 64110-2561**

### **Federal and State Aid Programs**

With the exception of the FFELP PLUS Loan, eligibility for the following programs is determined by the filing of the FAFSA need analysis on a yearly basis.

#### **Federal Programs**

- **Federal Pell Grant:** Awards may range up to \$4050 based on need and federal funding.
- **Federal Supplemental Educational Opportunity Grant (FSEOG):** Awards are given to undergraduate students with exceptional financial need based on availability of federal funding. FAFSA must be received by March 1, 2004 for consideration. Preference is given to full-time students.
- **Federal Work Study:** Campus employment opportunities are provided for many students who work approximately 8-10 hours per week and earn minimum wage: limited availability. FAFSA must be received by March 1, 2004 for consideration.
- **Federal Perkins Loan:** Annual loans of up to \$2250 may be made based on need and availability of funding. Repayment begins 9 months after enrollment ceases at 5% interest. FAFSA must be received by March 1, 2004 for consideration. Available to undergraduate and graduate students. Funding is limited. Preference is given to full-time students.
- **FFELP Stafford Loan (Subsidized and/or Unsubsidized):** Low interest loans are available to undergraduate and graduate students. Students may qualify for either a subsidized Stafford Loan (interest does not accrue until after graduation) or an unsubsidized Stafford Loan

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(interest begins accruing immediately). The federal government, for both subsidized and unsubsidized loans, retains an origination fee, deducted proportionately from each disbursement. Interest rates on these loans are variable based on the 91-day Treasury bill, but not higher than 8.25%. Interest rates are set July 1st for the upcoming school year. Loan amounts vary dependent upon class standing, the level of demonstrated financial need and previous loan history. Freshman, 0-29 hours, \$2,625; Sophomore, 30-59 hours, \$3,500; Junior/Senior, 60+ hours, \$5,500; Graduate \$18,500. A minimum of half-time status is required for eligibility.

- **FFELP PLUS Loan:** These loans are available to parents with good credit histories for educational costs not met by other financial aid and are not need-based. The federal government retains an origination fee deducted proportionately from each disbursement. Repayment begins 60 days after the final disbursement; the interest rate is variable, capped by 9.0%. Interest rates are set July 1st for the upcoming school year. No FAFSA needs to be filed.

### State Programs

- **Charles B. Gallagher State Grant Program:** (Formally known as the Missouri State Grant.) Awards of \$1500 are given to Missouri residents based on need and state funding. Theology/Divinity majors are not eligible. FAFSA must be received by April 1, 2004 for consideration.
- **Missouri Higher Education Academic Scholarship (Bright Flight):** Annual award of \$2,000 for Missouri undergraduate students scoring in the top 3% of Missouri high school students taking the ACT or SAT. Applications for Bright Flight are available from the high school guidance counselor. Scholarship renewable with full-time enrollment and cumulative GPA of 2.0. Application deadline is June 1.
- **Missouri Teacher Education Scholarship:** \$1,000 for Missouri undergraduate students who rank in the top 15% of their high school class and plan to major in teacher education are eligible. Applications are available from the high school or state. Not renewable. Application deadline is March 1.
- **Robert C. Byrd Honors:** \$1,500 for first-time freshmen who score in the 90th percentile on the ACT/SAT and rank in the top 10% of their high school graduating class. Applications available from the high school. Students must be enrolled full time. Not renewable. Application deadline varies by state.
- **Missouri Marguerite-Ross Barnett Scholarship:** Amount varies. Awarded to Missouri residents enrolled part-time who are employed and are compensated for a minimum of 20 hours per week. Applications are available from the Missouri Coordinating Board of Higher Education, (314) 751-6635.
- **Missouri College Guarantee Program:** Awarded to Missouri residents who demonstrate financial need as well as high school academic achievement. Students must have a high school GPA of 2.5 on a 4.0 scale, score 20 or higher on the ACT, enroll full-time, and complete the Free Application for Federal Student Aid (FAFSA) by April 1 for consideration.

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## University Aid Programs

- **Academic Scholarships:** Academic scholarships ranging in value from \$1000 to full tuition are awarded on the basis of GPA, test scores, class rank and in some cases the student's demonstration of leadership or outstanding community service. Academic scholarships are renewable based on specific GPA requirements for each. See the Financial Aid Office for current scholarships and corresponding deadlines.
- **Talent Scholarships:** These are available in the areas of fine arts, forensics and athletics and awarded based on auditions, interviews and recommendations from the sponsoring talent area. Awards are renewable based on ability and participation as determined by the designated faculty in the College of Arts & Sciences and maintenance of a cumulative GPA of 2.0 at the end of each academic year.
- **College Grants:** Grants that vary in value are available based on need or other specific criteria. Special grants awarded include dependent sons and daughters of Rockhurst alumni and/or families that have two or more undergraduates enrolled simultaneously at Rockhurst University. Also available are Endowed Scholarships funded by the interest earned on the University's endowment accounts. Restrictions apply on these scholarships as specified by the donors.
- **College Employment:** In addition to Federal Work Study, Rockhurst provides institutionally funded work opportunities on campus. Students in the campus employment program work approximately 8-10 hour per week and earn minimum wage; availability is limited.

## Employment Opportunities

The Office of Career Services assists all students and alumni in defining their talents and interests, identifying career goals and exploring career opportunities. Professional staff is available to meet one-on-one to refine the tools used during the application process and discuss students' career search strategies.

Hiring for on-campus University Work-Study positions is coordinated by Career Services, with eligibility for employment determined by the Financial Aid Office. Students who do not qualify for the University Work-Study Program can also seek local part-time positions through Career Services.

The Cooperative Education Program offers undergraduate students the opportunity to gain practical work experience within their field of study while getting paid and gaining academic credit. For more information, contact the Co-op Program Coordinator in the Office of Career Services.

## Important Information

The information contained in the Financial Aid section of the catalog is provided for information purposes only and is not a contract or an offer to contract. Rockhurst University reserves the right to change the information or conditions contained herein without prior notice.