

2022 - 2023 GRADUATE CATALOG

FEES & CHARGES

Tuition and Fees

| | |
|---|----------|
| Resident (per credit hour) | \$304.50 |
| Non-resident (per credit hour) ¹ | \$609.00 |
| Technology operations fee (per credit hour) | \$17.25 |
| Instructional support fee (per credit hour) | \$12.78 |
| Facilities fee (per credit hour) | \$18.77 |
| Student activity fee (per credit hour) | \$2.60 |
| Health and Wellness Fee (per credit hour) | \$9.08 |
| Athletic Student Fee (per credit hour) | \$21.00 |
| Public Safety Fee (per credit hour) | \$2.38 |
| Library Fee (per credit hour) | \$1.35 |
| Student Union/ Recreation Center Fee (per credit hour) ² | \$8.60 |
| Graduate Application Fee | \$40 |

¹ Information concerning residence status may be obtained from the Registrar's Office, Brown Hall, Suite 307 (479) 968-0272.

² Students in a *qualified* online program, meeting certain criteria will not pay the Public Safety Fee, Student Recreation/ Student Union Fee and Students Activity Fee. This criterion is defined as students who are enrolled in a *qualified* online program that can be completed entirely online, are enrolled in a semester of entirely online coursework, and have no physical presence on campus.

Course Fees

Certain courses may also have fees attached. See individual course descriptions to determine whether a course fee is applicable.

International Student Service Fee

| | |
|-----------------------------------|------|
| Per semester (fall/spring/summer) | \$50 |
|-----------------------------------|------|

Residence Hall Board Charges (Each Fall and Spring Semesters)

| | |
|--|---------|
| Unlimited meals per semester + \$100 Declining Balance Dollars (Tech Platinum 1) | \$1,842 |
| Unlimited meals per semester + \$175 Declining Balance Dollars (Tech Platinum 2) | \$1,917 |
| 210 meals per semester + \$100 Declining Balance Dollars (Tech Gold 1) | \$1,678 |
| 210 meals per semester + \$175 Declining Balance Dollars (Tech Gold 2) | \$1,753 |
| 10 meals per week + \$100 Declining Balance Dollars (Tech Silver 1) | \$1,571 |
| 10 meals per week + \$175 Declining Balance Dollars (Tech Silver 2) | \$1,646 |

| | |
|--|-------|
| 65 meals per semester plus \$75 Declining Balance Dollars- Commuter Plan (Plan D) | \$688 |
| 40 meals per semester plus \$100 Declining Balance Dollars- Commuter Plan (Plan E) | \$487 |
| \$500 in Declining Balance Dollars (Plan F) | \$500 |
| \$300 in Declining Balance Dollars (Plan G) | \$300 |

Residence Hall Board Charges (Summer Semester)

| | |
|---|-------|
| 100 meals + \$50 DCB | \$810 |
| 65 meals + \$75 DCB | \$592 |
| 30 meals + \$75 DCB | \$487 |
| \$500 in Declining Balance Dollars (Plan F) | \$500 |
| \$300 in Declining Balance Dollars (Plan G) | \$300 |
| | |

| Residence Hall Room Charges - Fall/Spring Semester | Double | Triple | Quad |
|---|---------------|---------------|-------------|
| Private Room \$600-\$750 additional charge | | | |
| Hughes Hall | \$1,860 | n/a | n/a |
| Brown Hall | \$1,916 | n/a | n/a |
| Turner Hall | \$1,916 | n/a | n/a |
| Wilson Hall | \$1,978 | n/a | n/a |
| Jones Hall | \$2,235 | n/a | n/a |
| Tucker Hall | \$2,102 | n/a | n/a |
| Baswell Hall | \$2,601 | n/a | n/a |
| M Street Hall | \$2,601 | \$2,081 | n/a |
| Nutt Hall | \$2,601 | \$2,081 | \$1,873 |
| Paine Hall | \$2,601 | n/a | n/a |
| Stadium Suites | \$2,601 | n/a | n/a |
| Caraway Hall - Sorority Housing | \$1,860 | \$1,488 | n/a |

University Commons Apartments

| | |
|---|---------|
| 2 bedroom apartments (Each Fall and Spring Semesters) | \$3,965 |
|---|---------|

| | |
|---|---------|
| 4 bedroom apartments (Each Fall and Spring Semesters) | \$3,214 |
|---|---------|

| Residence Hall Room Charges - Summer 2023 | Double | Single |
|--|---------------|---------------|
| Hughes Hall | \$825 | \$1,225 |
| Brown Hall | \$825 | \$1,225 |
| Turner Hall | \$825 | \$1,225 |
| Wilson Hall | \$825 | \$1,225 |
| Tucker Hall | \$825 | \$1,225 |
| Jones Hall | \$1,025 | \$1,425 |
| Baswell Hall | \$1,025 | \$1,425 |
| M Street Hall | \$1,025 | \$1,425 |
| Nutt Hall | \$1,025 | \$1,425 |
| Paine Hall | \$1,025 | \$1,425 |
| Stadium Suites | \$1,025 | \$1,425 |
| University Commons Apartments | | |
| 2 bedroom apartments (Summer 2023) | \$1,200 | n/a |
| 4 bedroom apartments (Summer 2023) | \$1,200 | |

Other Fees and Charges

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|--|------|
| Late registration fee | \$25 |
| Adding/dropping courses | \$10 |
| Online/Mixed Technology fee (per credit hour assessed on all distance learning/mixed technology courses) | \$10 |
| Returned check | \$10 |
| Stop Payment Fee | \$35 |
| Replacement of ID card | \$25 |
| Residence Life Activity Fee (Per Semester) | \$30 |
| Post Office box rent: Per Semester (Fall/Spring) | \$15 |
| Post Office box rent: Summer Term | \$15 |
| Auto registration | \$45 |

Parking fees and fines (see Traffic Regulations)
(All students parking on campus must have a parking permit)

Food and Housing (Subject to changes as necessary)

Graduate students are eligible to live in residence halls. Graduate students must carry a minimum of six (6) graduate hours, while residing on campus. All students living in residence halls are required to purchase a meal plan. Meal plans are available during the fall and spring semesters. Declining Balance Dollars may be used in Chambers Cafeteria, Baz-Tech, and Convenience Store.

Residence halls are closed between fall and spring semesters, with the exception of Jones, Stadium Suites, and Wilson. However, residents may remain in the residence halls during this period provided they submit proper paperwork to the Department of Residential Life to gain approval. There will be an additional cost for residents approved to remain in the residence halls over this break period. Residents may remain in the residence halls during all other breaks, provided they notify the residence hall staff of their intentions prior to the break period.

Eligibility:

To be eligible to be a Resident in a *University residence hall*, a person must carry a meal plan (for residents of Vista Place, and University Commons Apartments; a meal plan is optional) and be enrolled at the University campus in a minimum of six (6) graduate hours each semester. The University reserves the right not to contract with persons who are 2022ly violating or have previously violated the terms and conditions of a housing contract or other University rules or regulations, or who have a past due balance with the University.

To be eligible to be a Resident in the *University Commons Apartments*, a person must be enrolled at the University campus in a minimum of six (6) graduate hours each semester. Initial preference for University Commons Apartment assignments will be given to undergraduate students who have earned a minimum of thirty (30) credit hours of college work and have a minimum (2.5) cumulative grade point average. The University reserves the right not to contract with persons who are 2022ly violating or have previously violated the terms and conditions of a housing contract or other University rules or regulations, or who have a past due balance with the University. The maximum number of persons occupying an apartment shall be no more than four (4) persons in a four-bedroom apartment, and no more than two (2) persons in a two-bedroom apartment. No other occupants are permitted. Residents of the University Commons Apartments are required to pay \$100.00 security deposit.

Payment of Accounts

Financial settlement may be made by personal payment or **AUTHORIZED** financial aid (loans, scholarships, grants, third parties, etc.). Credit card and eCheck payments are only accepted through OneTech under "Payment Options". A 2.75% convenience fee will apply toward student's accounts made via a merchant card. Cash and check payments may be made at the Student Accounts cashier window in RCB Room 241. Registration is not complete until all financial obligations have been met satisfactorily. Failure to make financial settlement may result in cancellation of the class schedule.

Monthly billing statements are electronic. Near the first of each month, notification and information for access will be provided to students via the individual student e-mail address and online at <http://stuacct.su.edu>. Students are responsible for accessing billing statements and printing a paper copy if desired. Students registering between billing cycles are responsible for accessing their charges online or contacting Student Accounts to insure making correct payment by the required due date. Payment is due even if billing statement is not received. Students with delinquent accounts are not eligible for transcripts, recommendations, advance registration, or readmission to any term. Collection fees for outstanding debts owed to the University will be assessed to the student.

The University reserves the right to amend or add to the regulations of the institution, including those concerning charges and methods of payment, and to make such changes applicable to students enrolled in the University, as well as to new students.

Important Information for Reduction of Tuition and Fees for Official Withdrawal

The following reduction information **specifically** addresses courses that begin and end with the main term dates for Spring, Summer I, Summer II and Fall, as listed in the [Academic Calendar](#). Courses with beginning and/or ending dates that are different than the main terms listed above may have different reduction periods. It is the students' responsibility to consult the Student Accounts or Registrar's Office for these reduction dates prior to withdrawing. Withdrawal dates for course with beginning and/or ending dates outside the traditional term can be found at: <https://www.atu.edu/registrar>.

In the event a student is receiving student financial aid, any refund amount attributable to a loan, grant, or scholarship will be returned to the appropriate account and not to the student. The amount returned to federal programs will be the amount of unearned Federal aid based on the number of calendar days of attendance up to the sixty percent point of the semester. Aid accounts will be refunded in the following order up to the amount of the original disbursement: Federal Direct Loan Programs, Federal Perkins Loan Program, Federal Direct PLUS Loan Program, Federal Pell Grant Program, Federal SEOG Program, Arkansas Department of Higher Education Programs, Tech scholarships and private aid. Additionally, students who have received a cash payment of Federal aid money will receive a letter after their withdrawal informing them of any amount to be repaid. These repayments will be made through the Student Accounts Office. The student will be ineligible to register for additional courses until the required payments are made.

Reduction of Tuition and Fees for Official Withdrawal - Summer Semesters

Students registering for a summer semester, but officially withdrawing from the courses by the end of the second day of the summer semester, as listed in the "Academic Calendar" will receive a 100 percent reduction of tuition and fees. Students registering for a summer semester, but officially withdrawing from the University by the end of the fifth day of the semester in a summer term, as listed in the "Academic Calendar" will receive an 80 percent reduction of tuition for courses which they are enrolled in at time of withdrawal. No reduction in tuition will be made after the fifth day of the summer semester. No reduction of fees will be made after the second day of the semester.

Reduction of Tuition and Fees for Official Withdrawal - Spring and Fall Semesters

Students registering for the fall or spring semester but officially withdrawing from the University by the end of the fifth day of the semester, as listed in the “Academic Calendar”, will receive a 100 percent reduction of tuition and fees. Room and Board will be reduced on a pro rata basis. Thereafter, students officially withdrawing by the end of the eleventh day of the semester will receive an 80 percent reduction of tuition only for courses in which they are enrolled at time of withdrawal. No reduction in tuition will be made after the eleventh day of the semester. No reduction in fees will be made after the fifth day of the semester.

Financial Aid

The following aid programs are available to graduate students: the Federal Direct Unsubsidized and Direct PLUS Loan Programs, which provide loans (interest rate determined annually) to eligible students; and the Federal College Work-Study Program, which provides on-campus part-time jobs. In order to participate in these programs, the student must submit a Free Application for Federal Student Aid at www.studentaid.gov.

Additional information may be obtained at <https://www.atu.edu/finaid/> or by e-mail at fa.help@atu.edu. Priority deadlines are April 1 for summer, January 15 for fall, and October 1 for spring.

In addition to general requirements listed in the financial aid academic policy located at https://www.atu.edu/finaid/docs/Satisfactory_Academic_Progress_2017_forward.pdf, graduate students receiving federally funded financial aid must meet the conditions listed below in order to remain eligible for financial aid:

- 1 .Students must earn 67% of hours attempted. This is calculated as shown: $\text{Hours passed} \div \text{hours attempted} = 67\%$ or greater.
- 2 .Students must maintain a cumulative 3.0 GPA on graduate courses.
- 3 .Students must complete the degree by the end of 54 attempted hours.

Graduate Assistantships

The University offers a limited number of graduate assistantships through its academic departments and administrative offices. Inquiries regarding assistantships should be directed to the Graduate College webpage. Available assistantships will be posted and updated accordingly throughout the academic year. Student inquiries regarding specific positions should be directed to the contact person listed in the posting. Additionally, it is the responsibility of the applicant to pursue possible positions through the posted openings on the [graduate assistant webpage](#) and by contacting the individual departments.

A graduate student holding an assistantship appointment does part-time work for the University as determined by the department or office involved. A student receiving an assistantship may take a maximum of nine (9) hours and a minimum of six (6) hours of course work per semester. During summer sessions students may enroll in graduate hours as long as they do not exceed their waiver hour allotment and have not graduated from Graduate College. Students are eligible to hold a GA position for a minimum of four (4) regular semesters. Maymester and summer terms do not count as part of the four (4) semesters as long as 18 graduate credit hours are not exceeded within one (1) fiscal year. Exceptions may be made upon the approval of the appropriate program director and the Graduate College Dean. Students selected to hold a graduate assistantship may work only within their contracted department; multiple graduate assistantships within one time period are not acceptable. Additionally, GAs may not hold multiple on-campus roles, i.e. GA and student worker, during the same semester term without prior approval from the Graduate College Dean.

A student may receive a graduate assistantship award for four (4) semesters, if they meet the Graduate College eligibility guidelines and receive continued departmental approval. A program director may appeal for one (1) extra semester by completing a [Graduate Assistant Fifth Semester Request Form](#) and providing a detailed written justification to the Graduate Dean. All requests for an additional semester should be received by the application deadlines.

Out-of-State Residence Status for Tuition and Fee purposes

All graduate students classified as “out-of-state” must pay out-of-state tuition as shown in the section entitled “Fees and Charges.”

All graduate students who are legal residents of states which are contiguous to Arkansas (specifically, Louisiana, Mississippi, Missouri, Oklahoma, Tennessee, or Texas) shall receive a waiver for out-of-state tuition charges.

A student from outside of Arkansas entitled to be treated as an in-state student for fee purposes should complete an “Application for Residency Classification as Instate Domiciliary” and supply evidence to that effect.

In-State Tuition for Military Personnel, Veterans and Dependents

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at <http://www.benefits.va.gov/gibill>

Regardless of residence, Arkansas Tech University shall classify a student as in-state or resident for the purpose of tuition and fees applicable for all programs of study, including distance learning programs, if the student is a:

1. Veteran who was honorably discharged or released from a period of not less than ninety (90) days of active duty in the military within three (3) years before the date of enrollment in a program of study;
2. Dependent of a veteran under subdivision (1) above;
3. Current member of the armed forces;
4. Spouse of a 2022 member of the armed forces;
5. Veteran using educational assistance under either Chapter 30 (Montgomery G.I. Bill®) - Active Duty Program) or Chapter 33 (Post-9/11 G.I. Bill®), or VR&E, who lives in the State of Arkansas while attending a school located in the State of Arkansas (regardless of their formal State of residence) and enrolls in the school within three years of discharge from a period of active duty service of 90 days or more;
6. Spouse or child using transferred Post-9/11 G.I. Bill® benefits (33 U.S.C. §3319) who lives in the State of Arkansas while attending a school located in the State of Arkansas (regardless of formal State of residence) and enrolls in the school within three years of the transferor's discharge from a period of active duty service of 90 days or more;
7. Spouse or child using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S. §§3311(b)(9)) who lives in the State of Arkansas while attending a school located in the State of Arkansas (regardless of their formal State of residence) and enrolls in the school within three years of the Service member's death in the line of duty following a period of active duty service of 90 days or more;
8. Person who initially met the requirements set out in sections 5, 6, or 7 will maintain "covered individual" status as long as they remain continuously enrolled (other than during regularly scheduled breaks between courses, semesters, or terms) at the same school even if they are outside the 3-year window or enrolls in multiple programs. For purposes of a student who is eligible for in-state tuition solely under sections 5, 6, or 7 above, that person must have enrolled in the school prior to the expiration of the three-year period following discharge or death described above in sections 5, 6 or 7 and must be using educational benefits under either Chapter 30 or Chapter 33 of Title 38 of the United States Code; or
9. Member of the armed forces or "covered individual" as identified in Section 702 of the Veterans Access, Choice and Accountability Act of 2014.

Scholarships

The scholarships listed below have been established by the alumni and friends of Arkansas Tech University in order to afford students the ability to pursue their goals of earning a degree in higher education. Applications for Private and Transfer Scholarships can be obtained from the Admissions Office or Financial Aid Office in Brown Building. Applications should be submitted by March 15.

Office of Research and Graduate Studies Scholarships

The Office of Research and Graduate Studies offers two scholarships for Veteran/Military and/or First Gen Graduate Students. To be considered for this scholarship the applicant must be a full-time graduate student with a cumulative grade point average of 3.25 or higher for newly admitted graduate students or a 3.5 GPA for 2022 graduate students. This scholarship is for one academic year. Recipients are eligible to reapply in subsequent years. Students receiving a Graduate Assistantship are not eligible for this scholarship opportunity.

Jimmie Hartman Hoover Memorial Scholarship

An endowed scholarship created for the purpose of assisting graduate students at Arkansas Tech University and will be awarded each year the funds are sufficient. To be considered for this scholarship the applicant must be a full-time graduate student who is admitted in the Instructional Technology degree program with a cumulative grade point average of 3.0 or higher. Preference will be given to students who have an interest in library media. In addition, financial need may be considered. The recipient will be selected by a committee appointed by the Dean of the Graduate College.

Dr. Richard Ihde Emergency Management Communications Scholarship

This scholarship was established by friends and family of Dr. Richard Ihde to benefit a student majoring in Emergency Management. The scholarship will be awarded each year that funds are available to a full-time graduate or undergraduate student who is in good academic standing. Applicant must demonstrate financial need. In addition to the scholarship application and letters of recommendation, the applicant must submit a 500-word essay on the topic of the importance of communication in emergency management.

Ed Leachman Emergency Management Scholarship

Through the generosity of Roy and Sandy Smith, this scholarship was established to honor Mr. Ed Leachman, former assistant professor of Emergency Management. The recipient of this award must be an undergraduate or graduate student at Arkansas Tech University pursuing a degree within the Department of Emergency Management. The recipient must be active in the International Association of Emergency Managers and demonstrate financial need. Applicants must submit a statement as to how the scholarship will help him/her reach career goals.

Rexann Oller International Studies Scholarship

The Rexann Oller International Studies Scholarship will be awarded each year to a student who shows academic achievement in international affairs and/or strong background and interest in international relations. This scholarship is open to all Arkansas Tech undergraduate and graduate students who have a minimum GPA of 3.0. Preference will be given to students with demonstrated financial need. Recipients of other tuition scholarships are not eligible to apply. Application deadline is March 15. Please contact the Office of International and Multicultural Student Services for full application requirements.

Tate C. "Piney" Page Memorial Athletic Scholarship

An endowed scholarship to assist a graduate assistant who excelled in football and academics has been established in memory of Dr. Page through contributions by the Russellville Kiwanis Club. Applications should be made to the Arkansas Tech Athletic Director.

Lambert Resimont Scholarship

An endowed athletic scholarship has been established and awarded annually to a graduate assistant who excelled in basketball and academics. Students interested in applying should contact the Arkansas Tech Athletic Director.

John Rollow Memorial Fund

Established as a tribute to John Rollow to assist non-traditional students in English and Creative Writing with tuition expenses. This scholarship is open to any non-traditional undergraduate or graduate student with demonstrated financial need and a cumulative grade point average of 2.5 or better. Application should be made to the Department of English.

John E. Tucker Memorial Scholarship

An endowed athletic scholarship awarded to a graduate assistant who excelled in football and academics. Applications should be made to the Arkansas Tech Athletic Director.

Graduate College Recognition Awards

Jim Ed McGee Graduate Honors Award

The Jim Ed McGee Graduate Honors Award was instituted to recognize one Arkansas Tech University graduate each year.

ELIGIBILITY

Individuals who graduated in May or December are eligible to apply by April 1st of the year following their graduation.

CRITERIA FOR SELECTION

- Minimum 3.75 cumulative graduate grade point average
- Resume
- Advisor nomination letter and two (2) other professional recommendation letters
- Applicant submission of 500 word narrative including the following information:
 - Outline of 2022 position and description of the impact the applicant's degree had on 2022 position
 - Description of major accomplishment in degree work and 2022 position; supporting document(s) as evidence of accomplishment may be attached
 - Description of the applicant's continued involvement/contribution to Arkansas Tech University

NOMINATION

Student must be nominated by their faculty advisor. A letter of nomination must accompany the packet submitted to the Graduate College.

SELECTION

A panel of reviewers, consisting of a faculty member of the Graduate College, two (2) graduate faculty members, and the last year's Jim Ed McGee Award recipient will review the candidates for the Jim Ed McGee Graduate Honor Award. The panel will rate the candidate applicants based on the award selection criteria.

*A personal interview may be required.

AWARD PRESENTATION

The Jim Ed McGee Graduate Honors Award recipient will receive a personal plaque presented at a reception hosted by the Graduate Council. Additionally, his/her name will be inscribed on the Jim Ed McGee Graduate Honor Award Plaque for permanent display in the Graduate College.

Angelo and Rosa Denova Graduate History Award

The recipient of this award will be selected by a History Department Paper Prize Award Committee. It is open to any student enrolled in a graduate History course at Arkansas Tech, regardless of major, during the 2022 award cycle. Students should submit scholarly papers written during the 2022 award cycle in a History class at Arkansas Tech. Specific Submission Guidelines are available from Department of History and Political Science.