

EXPENSES

2021–22 Graduate Tuition

Students must pay in full or arrange payment via a payment plan for all semester charges (minus applicable financial aid) by August 2, for the fall semester and January 3, for the spring semester. Students are responsible for monitoring their account balance and for verifying payments regardless of who is handling the finances.

Charges incurred after the term begins are added to the student account when the action occurs and are due immediately. The College reserves the right to change fees at the beginning of any semester.

Flat Rate Graduate Tuition Programs

Program	Semester	Academic Year
MFA and MA programs in Book Art, Dance, Music, and Studio Art	\$ 17,416.50	\$ 34,833
Post-Bac Pre-Medical	\$15,810	\$31,620

Per Credit Graduate Tuition Programs

Program	Rate	Academic Year
MFA in Creative Writing and MA in English Language and Literatures	\$1,040 per credit	Varies
Mills College School of Education (all programs except MA in Educational Leadership)	\$1,144 per credit	Varies
MA in Educational Leadership (online and traditional programs)*	\$750 or \$1,144 per credit	Varies
Lokey School of Business and Public Policy (all applied economics, business, and public policy programs)	\$1,337 per credit	Varies
Computer Science	\$1,337 per credit	Varies

Students enrolling in courses outside of their degree program will be charged the per credit tuition rate for the program they are enrolled in. * Rate differs depending on when students were admitted.

Graduate Fees for all Programs Except the Online MA in Educational Leadership

Cost	Semester	Academic Year
ASMC Fee	\$100	\$200
Campus Comprehensive Fee	\$636.50	\$1,273
AC Transit Fee	\$68.50	\$137

Graduate Fees for the Online MA in Educational Leadership

Cost	Semester	Academic Year
Program Fee	\$283	\$566

Auditor Fees

Flat rate graduate tuition programs (MFA and MA programs in Book Art, Dance, Music, Studio Art, and MFA in Translation) are not charged additional fees for auditing courses. Per credit graduate tuition programs are charged \$500 per audited non-PE course and are not charged additional fees for auditing PE courses; PE course fees still apply. Non-Mills students are charged \$750 per audited course, including alumnae auditors.

ASMC Fee

The Associated Students of Mills College (ASMC) collects this fee to support student activities. This fee cannot be waived or petitioned.

Campus Comprehensive Fee

The Campus Comprehensive fee supports basic medical services at the Mills Student Health Center, the technology infrastructure, graduate activities, and some public safety services such as the Mills shuttle. Each Mills student is allowed use of the Mills shuttle free of any additional charge. No portion of the Campus Comprehensive fee can be waived or petitioned.

AC Transit Fee

The graduate students voted to participate in the Alameda-Contra Costa Transit EasyPass program, which allows all graduate students an unlimited bus pass. Students are charged this fee in exchange for the bus pass. The listed fee is an estimate pending the final rate being issued from AC Transit.

Summer Tuition and Fees

Mills offers a limited number of courses and academic opportunities for programs during the summer. Tuition rates and administrative fees for summer terms can be found in the Summer Tuition (<https://inside.mills.edu/financial-aid-accounts-records/student-accounts/tuition-fees/summer-tuition.php>) page.

Billing and Payments

Billing Statements

Registered students will receive an electronic bill one month prior to the payment deadline for each semester. New and continuing students who have not registered will receive an estimated bill based on their designated enrollment status.

EBilling enables students to view, print, and download their billing statements from the web. Students may authorize any third party to receive a copy of their eBill by creating an authorized user account, which permits Mills College to release information regarding their student account to parents, spouses, and other designated individuals. Current activity for the last 30 days can be reviewed on the CASHNet payment portal by clicking on the Accounts Billing & Payments link under myMILLS Resources or the Account Summary by Term under Student Accounts in myMILLS.

Students and authorized users are notified by email when an eBill is available for viewing. Paper bills are only mailed if special arrangements are made with Student Accounts. A written request will need to be made to stuacct@mills.edu. There will be a \$25 per

semester per address charge for requesting paper bills. The charge will appear on the student's account.

Students who take a leave of absence from the College and who have an outstanding balance will be billed within 50 days of their official leave of absence date. Students who have withdrawn from the College and who have an outstanding balance will be billed by Mills College Collections.

Payment Policy

Students must pay in full or make satisfactory payment arrangements by August 2, for the fall semester and January 3, for the spring semester. Satisfactory payment arrangements means that a student has made and documented arrangements to pay a remaining balance. This may include payment in full, an approved and current monthly payment plan, awarded and accepted grants and scholarships, accepted student loans for which all requirements have been completed, approved and certified private or PLUS loans, and/or documented outside scholarships or other outside monetary benefits. Students are responsible for monitoring their account balance and for verifying payments regardless of who is handling the finances.

Charges incurred after the term begins are added to the student account when the action occurs and are due immediately. The College reserves the right to change fees prior to the start of instruction of any semester.

2021-2022 Payment Deadlines & Other Important Dates

Payment	Fall Semester	Spring Semester
Bills are sent to students	July 1	November 22
Payment or Satisfactory Payment Arrangements due	August 2	January 3
Second Bill sent with late fee charged	August 3	January 4
Students with unpaid accounts are dropped from their courses	August 10	January 11
Last day to clear accounts	September 8	February 2

Payments in Full

Students wishing to pay their tuition and fees in full can pay by cash, check, foreign currency bank transfer, wire transfer (email the Finance Office at finance@mills.edu for wire transfer information), or electronically through a checking or savings account. Payments by electronic checking or savings accounts can be made online. All fees are payable in US dollars.

Payments by Installment

Students who prefer to pay their balance in installments may set up a monthly payment plan online through the Mills Resource Portal. Each semester, students pay an enrollment fee and then equal monthly installments, by automatic bank withdrawal, check, cash, or credit card. All fees are payable in US dollars. Students who do not meet the installment payment deadlines may be assessed a late payment fee each month.

Late Payments

Accounts with past due balances are subject to late payment fees of up to \$250 per term. Students are provided with a grace period following the payment deadline before they are dropped from all registered classes. Students who have not made satisfactory payment arrangements by the end of the grace period will be dropped from their classes, have a hold placed on their account and will not be allowed to occupy on-campus housing.

A hold may be placed on a student's account for overdue balances. This hold will prevent students from accessing services such as registration, ordering transcripts, and receiving their diploma or certificate. Students' accounts must be paid in full before a diploma, transcript, or certificate can be issued.

Students on leave of absence or with Thesis In-Progress, or Dissertation In-Progress status who do not pay their outstanding balance by the due date on their first bill will be assessed a semester late fee that starts at \$25 and increases by \$25 increments, e.g., \$25, \$50, \$75, etc. All College services, including transcripts and readmission, will be withheld until the student account is paid in full.

Recovering from Late Payment

Students who were dropped from their courses due to unpaid balances still have the opportunity to resolve their student account and be cleared to re-register prior to the add deadline. Students must pay in full or make satisfactory payment arrangements in order to clear their student account. Once the account is resolved, the related hold(s) will be removed and the student will be cleared to register in classes.

Administrative Withdrawal

All students not registered, including those who were dropped from their classes due to unpaid balances, are subject to the Administrative Withdrawal policy, available [here](#).

Tuition and Fees Adjustment Policy

Leave of Absence or Withdrawal

All students considering a leave of absence or withdrawal should refer to the Leave of Absence and Withdrawal sections in the Academic Regulations part of this catalog for the official procedure. All financial aid recipients considering a leave of absence or withdrawal should also review the Return of Federal, State, and Institutional Financial Aid Policy in the Financial Aid section of this catalog.

The leave of absence/withdrawal date is the date the student provides notification to the Division of Student Life of their intent to take a leave of absence or withdraw from the College. Once a student has completed the procedure for a leave of absence or withdrawal from the College, a tuition adjustment will be applied to their student account which, in turn, may or may not result in a refund to the student. A student will receive a refund only if there is a credit balance on the student's account after the tuition adjustment has been made and after federal, institutional, and/or state financial aid has been returned to the programs, according to the Return of Federal, State, and Institutional Financial Aid Policy.

No mandatory fees, such as the campus comprehensive fee, ASMC fee, AC Transit fee, and installment fees if enrolled in a payment plan, will be credited as of the first day of instruction.

Tuition charges will be adjusted as follows:

Official Date of Notification	Adjustment
Before first day of instruction	<ul style="list-style-type: none"> All tuition charges and fees credited 100%. Enrollment deposit is forfeited.
First day of instruction through add deadline	<ul style="list-style-type: none"> Credited 90% of tuition charges only. Mandatory fees will not be credited and the enrollment deposit is forfeited.
After add deadline	<ul style="list-style-type: none"> No credit of any tuition or fees charges. Enrollment deposit is forfeited.

This policy is only for tuition and fees related to your registration. Residential students who take a leave of absence or withdraw from the College will be released from their housing agreement once their leave is filed, they have moved out of housing and turned in all their keys. Their costs will be prorated based on the night all keys have been returned and move out confirmed (see Deposits and Refunds (<https://inside.mills.edu/student-life/housing/application-fees-refunds.php>)). A credit for housing and dining will be calculated for the remainder of the semester based on a nightly rate.

Change in Enrollment Status

Full-time students who drop from full-time to part time, part-time students who reduce credits or drop courses, or students taking overload credits who drop credits will have their tuition charges adjusted according to the below schedule. Financial aid may also be adjusted to reflect a change in enrollment status. Students should consult with a financial aid counselor before changing their enrollment status. This adjustment may or may not result in a refund to the student. The change in enrollment status may also impact the student's ability to meet the satisfactory academic progress requirements to maintain financial aid eligibility for future semesters.

The campus comprehensive fee, ASMC fee, AC Transit and Student Health Insurance fees are not prorated for part-time status.

Official Date of Notification	Adjustment
Before the first day of instruction	<ul style="list-style-type: none"> Credited 100% of tuition charges associated with the reduction of credits
First day of instruction through add deadline	<ul style="list-style-type: none"> Credited 80% of tuition charges associated with the reduction of credits
After add deadline	<ul style="list-style-type: none"> No credit

Special Course Fees and Additional Program Costs

Book Art

Book art studio fees for individual courses range from \$50 to \$200. If a student drops a studio class by the add deadline the fee will be reversed; otherwise, the fee will remain on the student's account.

Dance

Graduate students in dance should expect to incur additional expenses related to their graduate performances and thesis concert. All graduate dance students are charged a \$150 a semester Wellness fee. Contact the department for additional information.

Education (Teacher Education)

An additional program fee of \$250 per semester is required of all students enrolled in the teacher education credential program (multiple and single subject credential) during their first year.

Early Childhood Education MA

An additional program fee of \$150 is required of first-year students enrolled in the early childhood education master's degree programs (including child life in hospitals, the BA in Child Development/MA in ECE Accelerated Degree Program and the early childhood special education credential). If a student officially takes a leave of absence or withdraws from Mills by the add deadline, the fee will be reversed; otherwise, the fee will remain on the student's account. Students should anticipate additional fees for CPR preparation, fingerprinting and liability insurance associated with internships and student teaching in the Laboratory School, local schools and hospitals.

Education Leadership

An additional program fee of \$100 is required of first-year students enrolled in the educational leadership master's and doctoral degree programs. If a student officially takes a leave of absence or withdraws from Mills by the add deadline, the fee will be reversed; otherwise, the fee will remain on the student's account.

Music

Individual instruction fees, which are in addition to the course credit fee, provide for 14 hours of lessons for voice and instruments, and 7 hours for composition lessons. Fees range from \$700 to \$2,000, depending on the instructor. A list of instructors and their fees is available from the Music Department. Practice rooms may be rented for \$60 per semester.

Graduate students in the Electronic Music and Recording Media MFA Program should budget for additional materials required for work in this medium. An average of \$600 per semester is required to cover the cost of recordable compact discs and DVDs, hard drives, software, and electronic supplies.

Physical Education

PE Course fees charged upon registration: Healthy Eating \$40, Intro to Sports Medicine \$10. If a student drops a class by the add deadline, Mills will reverse the fee; otherwise, the fee will remain on the student's account.

Fees paid to outside vendors: Sailing class has a fee payable to City of Oakland \$35. American Red Cross charges fees ranging from \$50 to \$150 for courses such as First Aid/ CPR-AED, Lifeguard Training,

and Water Safety Instructor. Equestrian classes have a fee payable to the stables (historically, fees have been around \$450, future fees to be determined by new stables). Fees payable to outside vendors are subject to the vendor's refund policy.

Studio Art

Students in the Studio Art MFA Program are provided with on-campus studios that are included as part of their regular tuition charge. A studio fee is required for graduate studio art classes. The fee varies for each area of concentration (\$100–\$250). If a student drops a class that has a course studio fee by the add deadline, the fee will be reversed; otherwise, the fee will remain on the student's account.

Thesis Processing

All students submitting a thesis to the library are required to pay a \$45 Thesis Processing Fee. This nonrefundable fee will be charged to the student's account when a Petition for Candidacy form is submitted.

Other Administrative Fees and Charges

Fee	Cost
Late Fees¹	
Late Add, Drop, or Withdrawal	up to \$250
Late Emergency Loan Repayment	\$25
Late Health Plan Waiver	\$150
Late Payment (Aug 3/Jan 4)	up to \$250
Late Payment Plan Payment	\$50
Other Fees	
Housing Damage Charge	Variable
Payment Plan Enrollment Fee	3% of balance up to \$300/ semester
Reinstatement Processing Fee	\$150
Returned Payment Charge ²	\$35
Returned eRefund	\$35
Reissued Refund	\$20
Teacher Education Program Fee	\$250/semester
In-Progress Fee (master's degree)	\$500/flat
Traffic Fine	Variable

¹ Late Fees

Any late fees that are reversed due to a student's status changing from active to inactive may be reinstated if the student becomes active again.

² Returned Payment Charge

There is a charge for each returned payment. After a payment is returned for insufficient funds, the College will only accept payment via guaranteed funds (cash, cashier's check, money order, or electronic transfer) for one calendar year.

Financial Petitions

The Financial Petition Committee reviews all petitions that relate to the late payment fee, late registration fee, and tuition adjustments related to leave of absences or withdrawals. Petitions must be submitted to Student Financial Services in writing during the semester in which the charge has been assessed or it will not be reviewed. Students may not re-petition the same charge once a decision has been made unless new information is presented. The financial petition form (<https://>

inside.mills.edu/financial-aid-accounts-records/student-accounts/docs/financial_petition.pdf) is available online.

Traffic fines must be appealed directly to Public Safety.

Refunds

If there is a credit balance on a student's account, a refund may be issued.

Credit balances resulting from financial aid disbursements will be refunded automatically without a request from the student.

Credit balances resulting from cash, check, or payroll/stipend overpayments will be refunded to students upon request to stuacct@mills.edu. The College reserves the right to hold a refund resulting from a check overpayment for 14 days. Credit balances resulting from credit card transactions will be credited back to the original card and are not refundable in the form of a check.

Students who would like their refund deposited directly into their bank account can enroll in eRefund in the portal. Paper checks are issued and mailed by the Finance Office. Electronic and paper refunds are issued weekly. A fee is charged to the student account for any refunds that are returned due to inaccurate bank account information or reissued due to non-receipt.

Tuition adjustments caused by an official leave of absence, withdrawal, or change in enrollment status may or may not result in a refund to the student. Please review the Tuition and Fees Adjustment Policy (p.) for detailed information.