

COLLEGE EXPENSES

2020–21 Undergraduate Tuition and Fees

Students must pay in full or arrange payment via a payment plan for all semester charges (minus applicable financial aid) by August 1, 2020, for the fall semester and January 2, 2021, 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.

Full-Time Undergraduate Tuition and Fees

Program	Semester	Academic Year
Tuition	\$14,670	\$29,340
ASMC Fee	\$100	\$200
AC Transit Fee *	\$68.50	\$137
Campus Comprehensive Fee	\$615	\$1,230

* Due to the Covid-19 pandemic, Mills is eliminating the AC Transit service and waiving the corresponding fee.

Part-Time Undergraduate Tuition and Fees

Program	Semester	Academic Year
Per Credit	\$1,222.50	Varies
ASMC Fee	\$100	\$200
AC Transit Fee *	\$68.50	\$137
Campus Comprehensive Fee	\$615	\$1,230

* Due to the Covid-19 pandemic, Mills is eliminating the AC Transit service and waiving the corresponding fee.

Auditor Fees

Full-time students are not charged for auditing classes. Part-time Mills students are charged \$500 per audited non-PE course and are not charged for auditing PE courses; PE course fees still apply. Non-Mills students are charged \$750 per audited course, including alumnae auditors.

Tuition

Students enrolled in 12-18 credits will be charged the full-time tuition rate. Students enrolled in fewer than 12 credits will be charged the per-course-credit rate. Students enrolled over 18 credits will be charged the full-time rate plus the overload fee per .25 credits above 18 credits.

Students enrolled in a SASS approved reduced course load are charged tuition per the 2020-21 Undergraduate Tuition and Fees charts above and are subject to the standard Billing and Payments Policy and Tuition and Fees Adjustment Policy. Such students are therefore encouraged to establish reduced course loads prior to the first day of the semester.

ASMC Fee

The Associated Students of Mills College (<https://catalog.mills.edu/undergraduate/student-life/student-government/>) (ASMC) collects this fee to support student activities. This fee cannot be waived or petitioned.

AC Transit Fee

The ASMC voted to participate in the Alameda-Contra Costa Transit EasyPass program, which allows all undergraduate students an unlimited bus pass. Students are charged this fee in exchange for the bus pass. Due to the Covid-19 pandemic, Mills is eliminating the AC Transit service and waiving the corresponding fee.

Campus Comprehensive Fee

The Campus Comprehensive Fee supports basic medical services at the Mills Student Health Center, the technology infrastructure, and some public safety services such as the Mills shuttle. Each Mills student is allowed use of the Mills shuttle. The Campus Comprehensive Fee cannot be waived or petitioned.

Reduced Tuition Program

Seniors needing no more than 8 credits to fulfill all remaining graduation requirements may be eligible for reduced tuition. Eligibility requirements are outlined in the Graduation section (<https://inside.mills.edu/academics/undergraduate/catalog/graduation.php>) of this catalog. A maximum of two courses for a maximum of 8 credits may be completed through the Reduced Tuition program at a reduced rate of \$850 per credit. Additional courses may be taken as audit and are charged the \$500 per course audit fee. Students will be charged mandatory fees including ASMC, AC Transit, and Campus Comprehensive.

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 3 for the fall semester and January 4 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.

2020-2021 Payment Deadlines & Other Important Dates

Payment	Fall Semester	Spring Semester
Bills are sent to students	July 1	November 18
Payment or Satisfactory Payment Arrangements due	August 3	January 4
Second Bill sent with late fee charged	August 4	January 5
Students with unpaid accounts are dropped from their courses	August 10	January 11
Last day to clear accounts	September 9	February 3

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 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 In-Absentia 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. The Student Health Plan charge will be credited 100% only if neither the student nor their dependents (if dependent coverage is purchased) have used any health services.
After add deadline	<ul style="list-style-type: none"> No credit of any tuition or fees including the Student Health Plan charge. 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, and AC Transit fees are not prorated for part-time status.

Official Date of Notification	Adjustment
Before 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

Billing for Academic Opportunities Off Campus

Domestic Exchange

Mills students participating in the domestic exchange program (<https://catalog.mills.edu/undergraduate/academic-requirements/academic-opportunities/>) pay Mills' full-time tuition, fees, room, and board. Students must pay or arrange payment by the regular payment deadline of August 3 for fall or January 4 for spring.

Students participating in the domestic exchange program (<https://catalog.mills.edu/undergraduate/academic-requirements/academic-opportunities/>) from another institution pay their home institution's full-time tuition, fees, room, and board. These students should contact their home institution for payment deadlines.

Domestic Visit

Mills students participating in the domestic visit program (<https://catalog.mills.edu/undergraduate/academic-requirements/academic-opportunities/>) will have the invoice for tuition and housing sent by the domestic visit program to the M Center. The M Center will pay the program directly. The amount billed by the program is posted to the student's account and a bill with the payment deadline will be sent to the student. If the student does not end up participating in the program, and Mills has already paid the program, the charge will remain on the student's account. In this case, the student should contact her specific program to determine if she is eligible for any adjustment to her program charges. Students going on domestic visit are not required to meet the August 3, for fall or January 4, for spring, payment deadlines. However, students who typically pay their charges through installments are encouraged to set up a monthly payment plan online and begin making payments based on the estimated costs provided by the program. Once the bill is received, the student's payment plan budget can be adjusted to reflect the actual program costs.

Students attending Mills under the domestic visit program (<https://catalog.mills.edu/undergraduate/academic-requirements/academic-opportunities/>) will be billed by their home institution for Mills tuition, fees, room and board. These students should contact their home institution for payment deadlines.

International Exchange

Mills students participating in the international exchange program (<https://catalog.mills.edu/undergraduate/academic-requirements/academic-opportunities/>) pay Mills' full-time tuition, ASMC fee, room, and in some cases, board. Students must pay or arrange payment by the regular payment deadline of August 3, for fall or January 4, for spring.

Students attending Mills under the international exchange program (<https://catalog.mills.edu/undergraduate/academic-requirements/academic-opportunities/>) will be billed by their home institution for Mills tuition, fees, room and board. These students should contact their home institution for payment deadlines.

Study Abroad

Mills students participating in study abroad (<https://catalog.mills.edu/undergraduate/academic-requirements/academic-opportunities/>) can expect the invoice for tuition and housing to be sent by the study abroad program to the M Center. The M Center will pay the program directly. The amount billed by the program is posted to the student's account and a bill with the payment deadline will be sent to the student. If the student does not end up participating in the program

and Mills has already paid the program, the charge will remain on the student's account. In this case, the student should contact her specific program to determine if she is eligible for any adjustment to her program charges. Students going on study abroad are not required to meet the August 3 or January 4 payment deadlines. However, students who typically pay their charges through installments are encouraged to set up a monthly payment plan online and begin making payments based on the estimated costs provided by the program. Once the bill is received, the student's payment plan budget can be adjusted to reflect the actual program costs.

Special Course Fees and Additional Program Costs

Art (Studio)

An additional studio fee is required for each studio art class. The fee varies for each area of concentration (\$125–\$200). If a student drops by the add deadline a class that has a studio fee, the fee will be reversed; otherwise, the fee will remain on the student's account.

Book Art

Book art studio fees range from \$50–\$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

Dance majors should expect to incur additional costs related to performances and their senior recital. Contact the department for additional information. All undergraduate dance majors and minors are charged a \$150 a semester Wellness fee. Non-Dance major and minor students registered in a Repertory Dance Company course are also charged a \$150 Wellness fee.

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–\$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.

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.

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. 1/Jan. 6)	up to \$250
Late Payment Plan Payment	\$50

Other Fees

Credit by Examination Fee	\$300
Housing Damage Charge	Variable
"In Absentia" Fee	\$300
Overload Fee	\$850/credit
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 Check	\$20
Traffic Fine	Variable

¹ 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 There is a charge for each returned payment. After a payment is returned, 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 the M Center 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. Refunds generated by a Federal Direct Parent PLUS Loan will be issued as a paper check to the parent borrower unless the parent specifies that the refund should be issued to the student.

Credit balances resulting from cash, check, or payroll/stipend overpayments will be refunded to students upon written 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.

Financial aid for students participating in a Mills-approved international visit, domestic visit, international exchange, or domestic exchange program is disbursed upon receipt of enrollment verification from the

program. Refunds resulting from the disbursement of financial aid will be issued at this time.

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 for detailed information.