

Undergraduate Admissions

All candidates seeking admission to an undergraduate degree program must make application to the Office of Undergraduate Admissions. Framingham State College, as an academic community, is committed to an admissions process that welcomes applications from men and women regardless of race, color, sex, sexual orientation, religion, creed, disability, veteran status, age, national origin, or marital status. The approval of candidates for admission is made on a selective basis. The College is interested in students whose preparatory program, scholastic achievement, aptitudes, interests, character, and established study habits give definite promise of success in a college program.

Campus Visits

An important factor to consider when choosing a college is the campus atmosphere. No amount of reading can substitute for one's own impressions of the College.

Framingham State College offers a series of Undergraduate Admissions Information Sessions. Scheduled on most Fridays at 10:00 a.m. from late September through early May, sessions consist of a presentation by an admissions representative and a question-and-answer period. Each session is followed by a tour of the campus conducted by Student Admissions Representatives. Student Admissions Representatives also conduct tours of the campus most weekdays at 2:30 p.m. Please call the Office of Undergraduate Admissions at 508-626-4500 to schedule a visit.

In addition to the weekly tours and information sessions, the Office of Undergraduate Admissions hosts Saturday Information Sessions. Please contact the Office of Undergraduate Admissions to schedule a Saturday visit.

In the case of severe weather conditions on a day you have scheduled visit, please call the Framingham State College Weather Emergency number: 508-626-4898. If classes are cancelled, all information sessions and tours will be cancelled as well.

Admissions Standards Secondary School Academic Course Requirements

Framingham State College and the Massachusetts Board of Higher Education require the following college-preparatory academic units as a minimum:

- 4 years English
- 3 years Mathematics (Algebra I, II & Geometry)
- 3 years Science (2 years of lab science)
- 2 years Social Science
- 2 years Foreign Language (or voc-tech/chapter 766 substitution if appropriate)
- 2 years College Preparatory Electives

Please refer to the current Framingham State College Admissions Bulletin, the Framingham State College Web site at www.framingham.edu or the Massachusetts Board of Higher Education Web site at www.mass.edu for more specific information regarding the minimum academic unit requirements.

Please note that these are minimum standards and meeting them does not guarantee admission to the College. Any offer of admission is conditional upon the student successfully completing all state and local requirements for a high school diploma.

Freshman Grade Point Average (GPA) Requirements

Applicants in a comprehensive college preparatory curriculum must have a recalculated minimum cumulative grade point average of a 3.00 on a 4.00 scale or meet the minimum GPA requirement on the sliding scale listed below. Courses clearly identified on the high school transcript as Honors or Advanced Placement level will be given additional weight. Please note: All freshman applicants applying within three (3) years of high school graduation, even those with a recalculated GPA of 3.00 or higher, are required to submit SAT Test scores.

Scores on the new writing section of the SAT will not affect the sliding scale for freshman applicants. The sliding scale will continue to be based on the combined critical reading (verbal) and math sections of the SAT.

Recalculated High School GPA	Minimum SAT score (Critical Reading + Math)
2.51 - 2.99	920
2.41 - 2.50	960
2.31 - 2.40	1000
2.21 - 2.30	1040
2.11 - 2.20	1080
2.00 - 2.10	1120
Less than 2.00	Not admissible

Please note that these are minimum standards and meeting them does not guarantee admissions to the College.

Transfer Grade Point Average Requirements

The following minimum standards have been established for transfer students:

- 12-23 college-level credit hours and a 2.50 college GPA;
OR
- Up to 23 college-level credit hours, a 2.00 college GPA, and a high school transcript that meets the admissions standards for freshman applicants (SAT required);
OR
- 24 or more college-level credit hours and a 2.00 college GPA.

Please note that these are minimum standards and meeting them does not guarantee admission to the College.

Non-Traditional Applicants

Applicants who have not attended college and who apply for admission more than 3 years after high school graduation will be evaluated on the basis of their secondary school record, standardized test scores, and a description of activities since leaving high school.

Special Applicants

A limited number of students may be accepted based upon other signs of potential for academic success in a four-year college program such as steadily improving high school grades and/or test scores, special talent and strong secondary school recommendations. Please note that no freshman applicant with a weighted cumulative GPA below 2.00 may be admitted to Framingham State College.

Freshman Application Procedure

APPLICATION FORM: Applicants are encouraged to utilize the online application available at: www.framingham.edu/Admissions

1. Applying online allows the applicant to verify whether all required materials have been received by the College within two weeks of receipt of the application. Please Note: The online application requires payment of the application fee by Mastercard, Visa or Discover. Massachusetts residents submitting an official fee waiver must utilize the PDF application also available on the Framingham State College website or a paper application.

Additionally application forms may be obtained from high school guidance offices in Massachusetts or by contacting:

Office of Undergraduate Admissions
 Framingham State College
 100 State Street
 P.O. Box 9101
 Framingham, MA 01701-9101
 508-626-4500

The Office of Undergraduate Admissions may also be contacted either by e-mail at admiss@frc.mass.edu or via the Internet at www.framingham.edu/Admissions. For electronic application options please visit:

www.framingham.edu/Admissions

2. **APPLICATION FEE:** Please submit the application fee listed on the current year’s application.
3. **APPLICATION FILING DATES:** All materials should be submitted as early as possible. Priority filing dates are as follows:

Fall Early Action (Freshman applicants only).....	November 15 th
Fall Regular Decision	February 15 th
Spring Semester (January entrance)	December 1 st

After these dates, contact the Office of Undergraduate Admissions to determine if applications are still being accepted. Please note that certain majors may not be available to students completing their files after the February 15th (fall) and December 1st (spring) priority filing dates.

The College is able to offer on-campus housing to most qualified applicants who complete their files by the February 15th priority filing date. Applicants for the January semester and those completing their fall applications after the February 15th priority filing date are able to place themselves on the residence hall wait list if they have been offered admission and have submitted the required admissions deposit.

4. **SECONDARY SCHOOL RECORD:** The school record should include the applicant’s entire academic transcript, including weighted class rank and/or grade point average (GPA). The applicant must request that the guidance office send the official record bearing the school’s official stamp or seal directly to the Office of Undergraduate Admissions. Students may submit their applications with a high school transcript including grades through the end of the junior year. The school should forward first and second quarter senior year grades when available. A copy of the student’s schedule for the entire senior year should also be included. (Students with a General Education Equivalency (GED) must have an official score report forwarded to the Office of Admissions and submit an official high school transcript for the period high school was attended.) All students, including home-schooled applicants, must present a high school diploma or GED prior to entrance to the College.

5. **REQUIRED EXAMINATIONS:** Freshmen applicants are required to submit official score results of the SAT (with writing) unless the applicant graduated from high school prior to 2004. Official test results must be sent directly to the College from the College Board. The College Board code number for Framingham State College is 3519. Applicants are encouraged to take this test no later than January of their senior year. The ACT Assessment Plus Writing may be substituted for the SAT. The ACT code number for Framingham State College is 1904. All applicants who participated in ESL courses during their secondary school education (or whose secondary school instruction was not primarily in English) should submit the Test of English as a Foreign Language (TOEFL).

Home-schooled students and graduates of unaccredited schools may be required to submit the results of additional nationally-normed tests such as the SAT Subject Tests.
6. **DESCRIPTION OF ACTIVITIES:** Students who are not currently in high school should submit a resume or brief summary of activities that accounts for all time periods since leaving high school.
7. **COLLEGE COURSEWORK:** Students who expect to have completed any college course work prior to graduation from high school should apply as freshmen, but must list the appropriate information in the "College Information" section of the application.
8. **ADVANCED PLACEMENT/INTERNATIONAL BACCALAUREATE:** Students who plan to take or have taken Advanced Placement or International Baccalaureate exams should list the exams under the "Advanced Placement" section of the application and have official scores forwarded to FSC when available.

Transfer Application Procedure

1. **APPLICATION FORM:** Signed and completed application. (Please refer to Freshman Application Procedures for additional information.)
2. **APPLICATION FEE:** Please submit the application fee listed on the current year's application.
3. **SECONDARY SCHOOL RECORD:** Submit an official, final high school transcript indicating date of graduation. All transcripts must bear the official stamp or seal of the high school. (Students with a GED must have an official score report forwarded to the Office of Undergraduate Admissions and submit an official high school transcript for the period high school was attended.)
4. **REQUIRED EXAMINATIONS:** SAT (with writing) or ACT Assessment Plus Writing is required of transfer applicants, unless the applicant graduated from high school prior to 2005 or has completed 30 or more credit hours of college credit at the time of the application. Official score results must be forwarded directly to the College from the College Board in Princeton. The College Board Code number for Framingham State College is 3519. The ACT code number for Framingham State College is 1904.
5. **COLLEGE TRANSCRIPTS:** Submit official transcripts from all colleges and universities ever attended. If a student is enrolled elsewhere at the time of acceptance, a final official transcript for that semester must be submitted prior to the commencement of studies at Framingham State College. All applicants must disclose all colleges or universities ever attended regardless of whether courses were finished or credit was received. Failure to disclose this information may result in denial of admission or retroactive administrative withdrawal from the College without refund or course credits.

Please note: Only transcripts forwarded directly from the college or university the applicant attended to the Office of Undergraduate Admissions at Framingham State College are considered official transcripts. No decisions can be made by the Admissions Committee without official transcripts.
6. **COURSES IN PROGRESS:** List all courses in progress or that you plan to complete prior to enrollment at Framingham State College (please indicate the exact course titles, numbers, and credit hours).

- 7. **DESCRIPTION OF ACTIVITIES:** Applicants who have not been attending college continuously since graduation from high school should submit a resume or brief summary of activities that accounts for all time periods since leaving high school.
- 8. **CLEP/AP/IB:** Applicants presenting College Board CLEP (College Level Examination Program) scores, AP (Advanced Placement) scores, or IB (International Baccalaureate) scores for college credit must have official results forwarded directly to the Office of Undergraduate Admissions for evaluation. Please list the exams taken on the application, under the "Advanced Placement or CLEP Examinations" section of the application.

All materials should be submitted as early as possible. Priority filing dates are as follows:

Fall semester (September entrance).....	February 15 th
Spring semester (January entrance).....	December 1 st

After these dates, contact the Office of Undergraduate Admissions to determine if applications are still being accepted. Please note that certain majors may not be available to students completing their files after the February 15th (fall) and December 1st (spring) priority filing date.

The College is able to offer on-campus housing to most qualified applicants who complete their files by the February 15th priority filing date. Applicants for the January semester and those completing their fall applications after the February 15th priority filing date are able to place themselves on the residence hall wait list if they have been offered admission and have submitted the required admissions deposit.

Transfer applications are welcome at Framingham State College and each year more than 500 students are admitted to the College with advanced standing. Transfer credit is awarded for college-level courses at regionally accredited colleges and universities in the liberal arts and sciences as well as for many professional courses. Transfer credit is given only for courses in which the student received a grade of C- or higher. A quality point average for transfer students is computed only on courses taken post-matriculation at Framingham State College.

Students must complete 32 course credits, including 12 course credits for general education and 20 course credits for major and related requirements. A minimum of eight (8) course credit-bearing courses must be taken at Framingham State College to complete residency requirements. Transfer students must complete a minimum of five (5) Framingham State College course credits in their major department and, if applicable, three (3) Framingham State College course credits in their minor department.

Once a student is accepted to the College as a degree candidate, all official transcripts are sent to the Office of the Registrar to be reviewed by the transfer credit evaluator. All approved courses accepted in transfer will be awarded Framingham State College course credit in an amount equal to the cumulative total number of semester credits transferred divided by four (4) and rounded to the nearest whole number. For example, if a student has five 3-credit courses (15 semester hours) accepted in transfer, four (4) Framingham State College course credits will be awarded (an equivalent of 16 semester hours).

Note: Applicants to the upper division nursing program (R.N.'s only) should refer to the Nursing section of the catalog for additional information on requirements.

Massachusetts State College and Community College Joint Admissions Agreement

First-time students who are admitted to a designated transfer program of study at a Massachusetts state community college may choose to apply simultaneously to an approved program at Framingham State College. Students must earn a minimum cumulative grade point average of 2.50 and an associate's degree in a designated transfer program of studies in order to guarantee admission to Framingham State College. Please be advised not all majors/programs are available under this agreement. Please click on "Joint Admissions" in the Transfer section of Framingham State College Admissions Web site (www.framingham.edu/Admissions) for additional information about the Joint Admissions program.

Massachusetts Commonwealth Transfer Compact

The 1984 and 1990 Massachusetts Commonwealth Liberal Arts Transfer Compact Agreements state that the College will accept in transfer a maximum of 64 credits earned in an associate's degree program from a Massachusetts community college. The applicant must have been awarded an associate's degree and must have completed a minimum of 60 semester hours of undergraduate college-level study exclusive of developmental course work.

The 1984 Transfer Compact requires that the 60 hours include (a) 6 hours of English composition/writing; (b) 9 hours of behavioral/social sciences; (c) 9 hours of humanities/fine arts; (d) 9 hours of mathematics/sciences; and (e) 27 hours of college-level electives.

The 1990 Transfer Compact requires that the 60 hours include (a) 6 hours of English composition/writing; (b) 9 hours of behavioral/social sciences; (c) 9 hours of humanities/fine arts; (d) 8 hours of sciences with lab.; (e) 3 hours of college-level mathematics; and (f) 25 hours of college-level electives.

At the time of application, an official transcript must be submitted which indicates that a Commonwealth Liberal Arts Transfer Compact program is being followed. Upon completion of the associate's degree, a final official transcript must be submitted which indicates that all Transfer Compact requirements have been met. In certifying that a student has Commonwealth Liberal Arts Transfer Compact status, the community college is responsible for identifying whether the student meets the 1984 or the 1990 Transfer Compact requirements. Currently enrolled students will be certified as Transfer Compact students if they meet either the 1984 or the 1990 Transfer Compact requirements. Students entering the community colleges in the fall of 1990 or later must meet the 1990 Transfer Compact requirements.

Massachusetts State College and Community College Elementary and Early Childhood Education Compacts

A student shall be eligible for admission to Framingham State College under the Elementary Education Compact by meeting all of the following conditions:

- Completion of an associate degree at a Massachusetts community college with a minimum of 60 semester hours exclusive of developmental coursework;
- A minimum cumulative grade point average of not less than 2.75 (in a 4.0 system);
- Completion of the designated core curriculum comprised of 44 to 59 semester hours;
- A passing score on the Communication and Literacy Skills Test (CLST) of the Massachusetts Tests for Educator Licensure (MTEL). (Verification of a passing score must be received by Framingham State College prior to enrollment in the Elementary Education Major.)

Please visit the Massachusetts Board of Higher Education Web site www.mass.edu for additional information about the Elementary Education Compact.

A student shall be eligible for admission to Framingham State College under the Early Childhood Education Compact by meeting all of the following conditions:

- Completion of an associate degree with a minimum of 60 semester hours exclusive of developmental coursework;
- A minimum cumulative grade point average of not less than 2.75 (in a 4.0 system);
- Completion of the designated core curriculum comprised of 45 to 60 semester hours;
- A passing score on the Communication and Literacy Skills Test (CLST) of the Massachusetts Tests for Educator Licensure (MTEL). (Verification of a passing score must be received by Framingham State College prior to enrollment in the Early Childhood Major.)

Please visit the Massachusetts Board of Higher Education Web site www.mass.edu for additional information about the Early Childhood Compact.

Please note: Students matriculating at a Massachusetts community college in Fall 2007 or later are eligible for the Elementary and Early Childhood Education Compacts.

International Student Admission

Framingham State College welcomes applications for full-time undergraduate study from international students. A International Student Information Packet may be requested from the Office of Undergraduate Admissions or may be downloaded from the Framingham State College Web site, www.framingham.edu/Admissions. The following steps must be completed before an admissions decision can be made:

1. **APPLICATION FORM & FILING DEADLINES:** International students applying for the fall semester (September entrance) are required to complete the entire admissions application process by February 15th. Applications from international students studying and/or residing abroad are considered only for entrance in the fall semester. However, international students who have been enrolled in a college or university for at least two full semesters in the United States may apply for the spring semester (January entrance) but must complete the entire admissions application process by December 1st.
2. **TRANSCRIPTS:** All official transcripts from secondary schools and colleges must be sent directly to the Office of Undergraduate Admissions. Certified English translations must be provided. Only official transcripts will be accepted.
3. **REQUIRED EXAMINATIONS:**
 - A. SAT (with writing) or ACT Assessment Plus Writing. Submit official test results from the College Board. The College Board code number for Framingham State College is 3519. The ACT code number for Framingham State College is 1904. Transfer applicants who have successfully completed at least six (6) semester hours of both college-level English composition and college-level mathematics and have a total of at least 30 semester hours from an American college or university may be exempted from the SAT requirement as well as students who graduated from high school prior to 2004.
 - B. TOEFL (Test of English as a Foreign Language). Students whose native language is not English must take the TOEFL. Those students whose native language or schooling is in English or students who have completed an associate's degree (including at least 6 semester hours of college-level English composition) at an American college or university will be exempted from these examinations. (Information on the SAT, and the TOEFL examinations may be obtained by writing directly to the Educational Testing Service, Princeton, NJ 08540, USA or by visiting www.ets.org.)
4. **CERTIFICATION OF FINANCES:** Since the College is not able to provide any financial aid to international students, a Certification of Finances form and supporting documentation must be submitted. This form will be forwarded upon receipt of the application or may be downloaded from the International Applicants section of the Framingham State College Web site.

All students who are not permanent residents or citizens of the United States must pay out-of-state tuition.

Framingham State College is authorized under Federal law to enroll non-immigrant alien students.

Program Leading to Undergraduate Success (PLUS)

Selection for admission to Framingham State College through its Program Leading to Undergraduate Success provides a special admissions opportunity to students from economic, cultural, and/or educational backgrounds that may have put them at a competitive disadvantage in their pursuit of a high quality college education.

Students participating in this program receive advising and tutoring in a supportive environment where each student's academic needs receive personal attention. A reduced course load is required during the first year. Regular attendance in classes and at program meetings is also required. Students participating in this enrichment program must meet the same academic and graduation requirements as all other students at Framingham State College.

ADMISSION PROCEDURE: Admission to the College through its Program Leading to Undergraduate Success is based on the evaluation of each candidate's motivation and potential for success in fulfilling the requirements for a degree, given tutorial and advising assistance. Applicants must follow the application procedures stated in this catalog and may indicate their interest in the program on the application.

Art Portfolio Requirements

All Studio Art candidates are required to submit a portfolio review. Additional information about how to complete the portfolio requirements will be forwarded to Studio Art applicants upon receipt of the application.

Please note that all completed applications to the Studio Art program will be acted upon as undeclared majors by the Admissions Committee at the end of March if they have not yet completed the portfolio requirement.

The portfolio should include 8 to 12 examples of the applicant's work.

- The only two requirements are a still-life and a self-portrait, in any medium.
- All other examples should include a variety of media and subject matter.
- All examples must be original – no copies or photographs.
- Framed paintings or watercolors under glass must not be included.
- 8 x 10 photographs or slides of three-dimensional work can be submitted in lieu of the work itself.

Advanced Placement/CLEP Examinations

Advanced placement and credit towards graduation will be awarded to candidates who obtain scores of 3 or higher on the College Entrance Examination Board Advanced Placement Tests. Official score results should be forwarded directly to the Office of Undergraduate Admissions. The College Level Examination Program (CLEP) enables students to earn college credit by examination. Credit is awarded for scores of 50 or higher. For information concerning any of these tests, write the College Entrance Examination Board, Box 592, Princeton, NJ 08540, or Box 1025, Berkeley, CA 94701 or visit www.collegeboard.com.

Deferred Admission

The Admissions Committee believes that, for some students, a year between high school and college can be of great value. To work, travel, read, and create without pressures can help some students gain a higher level of maturity that will be an asset throughout college life.

A student may apply for admission and, if accepted, reserve a place for the following year by submitting the required deposit and a written request to the Admissions Committee. Deferred admission is granted with the provision that the applicant will not be enrolled at any other college or university during this interim period without prior approval of the Office of Undergraduate Admissions at Framingham State College.

Early Admission

Under the Early Admission Program, high school juniors who have performed at a superior academic level can be admitted to Framingham State College prior to high school graduation. Candidates for early admission are required to obtain a letter from their high school principal stating that they will receive their diploma upon the successful completion of one or two semesters of college work. A personal interview with a member of the Admissions staff is required after submission of the application, the official high school transcript, and SAT (with writing) results.

New England Regional Student Program

This program enables residents of Connecticut, Maine, New Hampshire, Rhode Island, and Vermont to be given a tuition break for designated academic programs at Framingham State College. Subject to legislative funding, eligible students in this program pay a tuition rate 50% above the in-state tuition. The main eligibility requirement is that the program of study not be offered in a state college or university of the student's state of residence. During the 2006-2007 academic year, residents from Connecticut, Maine, New Hampshire, Rhode Island, and Vermont were eligible for reduced tuition rates for the following Framingham State College degree programs:

Connecticut	Health/Family and Consumer Sciences Education (Home Economics Education); Fashion Design and Retailing (Clothing and Textiles); Food Science
Maine	Communication Arts; Consumer and Family Studies; Health/Family and Consumer Sciences Education (Home Economics Education); Fashion Design and Retailing (Clothing and Textiles)
New Hampshire	Fashion Design and Retailing (Clothing and Textiles); Health/Family and Consumer Sciences Education (Home Economics Education); Food Science
Rhode Island	Communication Arts; Food Science; Health/Family and Consumer Sciences Education (Home Economics Education)
Vermont	Fashion Design and Retailing (Clothing and Textiles); Food and Nutrition

Note: Students planning on enrolling in the Health/Family and Consumer Sciences Education program should apply to the Consumer and Family Studies major and indicate their specific interest in the program.

For additional information, contact the New England Board of Higher Education at 45 Temple Place, Boston, MA 02111, tuitionbreak@nebhe.org or call 617-357-9620.

Tuition and Fees

Annual Day Division Costs based on Full-Time Undergraduate Status:

Tuition (residents of Massachusetts)	\$970.00
Tuition (non-residents)	\$7050.00
Fees.....	\$5171.00
Residence Halls.....	\$4875.00
Board.....	\$2634.00

Students are billed on a semester basis. To view the Fall 2008 (200890) Semester charges in detail, please go to www.framingham.edu/student_account.htm and select the link to "Day Division All About Tuition and Fees". All charges listed within the document refer to one semester unless noted otherwise. For fall semesters, students are sent bills in early July with payment due before the end of July. Students may also view and pay their fall semester bill through myFramingham, the College's portal. For the Spring term, students are sent bills in the third week of November with payment due the first week of December. The information for the Spring 2009 (200920) Semester will be available on the Student Accounts web pages at the same time billing occurs. Note: The schedule of fees, tuition, methods of payment, and refund policies are those in effect at the time of publication. They are subject to change without notice.

Students taking three or more Day Division course credits (including 43.095 General Mathematics) will be considered as full-time students and must pay all charges and fulfill all responsibilities as full-time students. If a student enrolls in one or two Day Division course credits, they will be classified as part-time students, subject to all part-time charges and regulations. In accordance with Board of Higher Education Policy No. FAAP 97-28, students

may be subject to additional tuition charges per course credit if taking thirty-eight or more state-supported course credits at Framingham State College. Senior citizens are charged \$135.00 per course credit for auditing.

PAYMENTS: All charges must be paid at the beginning of each semester. No student will be officially enrolled in the College or the residence halls unless all charges are satisfied. **All students must return payment and the signed top portion of the Student Bill by the due date. Even if there is no balance due, the Certification must be signed and the top portion of the Student Bill returned by the due date. Failure to do so will result in loss of classes, residence hall reservation, and parking assignment. In addition, a \$25.00 late fee will be charged.** All students must certify that they have read and understand the College payment and refund policy; authorize all funds awarded by FSC or other organizations to be credited to their account; have signed or will sign all applicable documents required for funds awarded; and understand that any balance will be refunded to them and all charges and credits are subject to change without notice. Payment may be made by cash, check, MasterCard, or VISA. Please print the student's name and student FSC ID number in the lower left-hand corner of all checks. If paying by credit card, please fill out all the credit card information on the Student Bill. A \$20.00 fee will be charged for a check returned unpaid by the bank. Do not send cash through the mail.

For all new students, there is a \$50.00 non-refundable tuition deposit. Such deposit shall be credited to the student's first semester tuition charge.

There is a \$150.00 non-refundable deposit for all residence hall students, both freshmen and transfers, payable at the time of admission or at the time of room selection for continuing students. The deposit shall be credited to the spring semester residence hall charge. Students who stay one night or longer in a residence hall will not be entitled to a refund. A meal plan must be selected by all residence hall students.

A residence hall damage deposit of \$100.00, included in the residence hall charge, is paid at the beginning of the first semester of residency each year. Refunds are made at the end of each academic year after an assessment for any damages, provided that there is no outstanding balance on the student's bill. Commuting students are required to have a parking decal for any vehicle brought to the campus. A \$15.00 fee will be charged for replacement of a student ID card. Residence hall students may apply for resident parking (based on availability) at the cost of \$500.00* annually. A non-refundable and non-transferable deposit of \$100.00 is required in the spring semester for the following academic year.

Students who have not satisfied their Student Bill or, if applicable, Health Insurance requirement, will not be issued grades, diploma, or transcript, or be permitted to register for any courses or programs.

MANDATORY HEALTH INSURANCE: State law requires all full-time students attending Framingham State College to have health insurance. Students must submit the Health Insurance Request for Waiver form or enroll in the insurance plan offered by the College by sending in the Application Form and payment of \$1189.00 (full year, 08/01/08 to 07/31/09). Payment may be made by check, MasterCard or Visa. Submittal of the Waiver or insurance payment is required in order to be registered at the College. Part-time students are not eligible to purchase the health insurance offered by the College.

MONTHLY PAYMENT OPTION-TUITION MANAGEMENT SYSTEMS (TMS): The "Monthly Payment Option" offered through Tuition Management Systems (TMS) enables a student to budget all or part of the Student Bill without interest. The "Option" may be used in conjunction with all forms of financial aid such as grants, loans, and scholarships. Monthly payments must be made to TMS by the first of each month.

A student may participate in the "Option" by budgeting costs from June 1st to October 1st for the fall semester and from November 1st to March 1st for the spring semester for an enrollment fee of \$55.00. The student may also budget for a single semester alone for an enrollment fee of \$40.00.

To enroll, the student must complete the enrollment form included with the Student Bill and submit this form along with the enrollment fee and the first monthly payment to TMS. This must be done prior to the due date of the Student Bill. This enrollment form is also available at the Student Accounts Office or through TMS directly. In addition, you must make the appropriate adjustment on the reverse side of your Student Bill, sign the certification on the front, and return the top portion to the Student Accounts Office by the due date of the Student Bill. This action will inform the College of the student's enrollment in the Monthly Payment Option and the budgeted amount. Questions regarding the "Option" should be directed to Tuition Management Systems at 1-800-722-4867. The student may also enroll on their website by visiting www.framingham.edu (choose Student Accounts under Quick Links drop down).

Each semester's budgeted amount is credited to the initial semester Student Bill. If the student is delinquent in payment to TMS, the College will consider the Student Bill unsatisfied.

REFUND POLICY: All refunds will be made by check payable to the student. If a student is withdrawing from the College, the student should so indicate on the Student Bill, sign the Bill and return it in the enclosed envelope. On or after the first day of classes, the student must complete: 1) a "Notification of Withdrawal from College" form (Dean of Students Office) and submit the completed form to the Office of Registrar. **No refund will be issued unless a "Notification of Withdrawal" form is completed.**

If a student withdraws from the College, tuition, fees, and room & board refunds are prorated on a daily basis through 60% of the semester. These prorated percentages apply to tuition, fees, residence hall, and meal plan charges. Excluded from this policy are: the tuition deposit, the residence hall deposit, the resident parking deposit and fee, the returned check fee, the health insurance premium, and any other use or penalty fees that are non-refundable.

Please note that federal regulations require that students who have received federal financial aid funds will only be eligible to receive the same percentage of these funds according to the refund schedule, based upon the student's official date of withdrawal. If the student does not submit a "Notification of Withdrawal" form and the College determines that the student has withdrawn, the student will only be eligible to receive up to 50% of the Federal financial aid funds. The student will be responsible for paying any balance due the College if financial aid funds are reduced.

If a student is remaining at the College but wishes to:

Drop a course(s): the student should so indicate on the back of the Student Bill, enter the dollar adjustment and attach a note with the student's name, I.D.#, and the name(s) of the course(s) to be dropped. On or after the first day of school, a student who wishes to drop a course must do so via myFramingham and web registration prior to the end of the Course Add/Drop period and complete a "Change of Status" form at the Office of the Registrar on or before the end of the Course Add/Drop period in order to receive any applicable refund.

Withdraw from the Residence Hall: the student should so indicate on the back of the Student Bill and enter the dollar adjustment. On or after the first day of classes, there is no refund of residence hall rent for a student who withdraws from the residence hall. The residence hall deposit is non-refundable. A refund of the residence hall damage deposit is made at the end of each academic year after an assessment for any damages. Please note that withdrawal from a residence hall does not automatically withdraw the student from the meal plan. The resident parking fee is non-refundable. The Office of Residence Life, at 508-626-4630, can answer questions regarding housing policies.

Withdraw from the meal plan: the student should so indicate on the back of Student Bill and enter the dollar adjustment. All residence hall students must have a meal plan. On or after the first day of classes, the student must go to the Food Services Office, located in the Dining Commons in the McCarthy College Center, and complete a form to withdraw from the meal plan. Absolutely no refunds will be issued without a completed form. The change percentage is prorated on a daily basis through 60% of the semester. Any change to a lesser meal plan must be made at the Food Services Office prior to the end of the Course Add/Drop period.

Additional information regarding tuition, fees, and refunds may be found in the publication "ALL ABOUT TUITION AND FEES" located at www.framingham.edu/student_accounts.htm.

TUITION WAIVERS: Tuition waivers will be accepted for those who qualify as Massachusetts residents age 60 and over or as members of the Massachusetts National Guard. These waivers are subject to the availability of seats in courses after the enrollment of tuition-paying students and those enrolled under scholarship or other tuition waiver provisions.

Financial Aid

The Financial Aid Office at Framingham State College exists in order to assist students and their families in meeting the costs of a college education. Framingham State College participates in a variety of federal, state, institutional, and private financial aid programs.

General Eligibility Requirements

In order to be eligible for financial aid at Framingham State College, an applicant must be a U.S. citizen or an eligible non-citizen enrolled (or accepted for enrollment) in a degree program at Framingham State College. Additionally, the applicant must be maintaining satisfactory academic progress towards a degree, must be in compliance with the Selective Service Law, must not be in default on any educational loans or owe a refund on any federal grants to any institution, and must have all documents required for a completed financial aid application on file in the Financial Aid Office.

How to Apply for Financial Aid

In order to be given priority consideration for financial aid, a Free Application for Federal Student Aid (FAFSA), or a renewal FAFSA, if the student is a current aid recipient, should be filed on the Internet at www.fafsa.ed.gov by March 1st. Students must include Framingham State College's federal school code number, 002185. Paper applications are also available.

Additional documents may be required for students who are selected for verification by the Federal Government. These documents include parent and student federal tax returns and a verification worksheet. Students will be contacted if these forms are required.

Financial Aid Awards

Once financial aid eligibility is determined, a financial aid package is prepared. The package may be a combination of grant, work, and/or loan programs. The following is a list of the most common programs. For more information, please see our website at www.framingham.edu/financialaid.

Grant Programs:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Financial Aid Tuition Waiver
- FSC Grant
- FSC Housing Grant
- FSC Student Fee Grant
- FSC Parking Fines Grant
- MASS Grant
- MASS Part-time Grant

Framingham State College Scholarships:

- AHANA
- Barbara Thayer Brown
- Marjorie Morgan Brown
- Adelina Acchione Cellucci
- Class of 1954
- Class of 1993 Leadership
- Dr. Gail E. Cosgrove
- Dr. Arthur M. Doyle
- Lucy Marcille Gillis
- Dr. Alice M. Glover
- Sidney & Katherine Goodstein
- Nancy Murphy Hatch
- Carmela Hilbert Immigrant
- Margaret Fenwick Hinchcliffe
- Dr. Constance B. Jordan
- Robert J. Lemieux Metrowest
- Susan B. Lyman

- Christa Corrigan McAuliffe
- Joan Kelleher Martinuzzi
- Louisa A. Nicholass
- Ruth Pfeiffer
- Doris Butler Sutton
- Jose B. Tombs
- War and Peace Class of 1945

Work Programs:

- Federal Work Study
- Student Payroll
- Job Locator and Development Program

Student Loans:

- Massachusetts No Interest Loan
- Federal Perkins Loan
- Federal Subsidized Stafford Loan
- Federal Unsubsidized Stafford Loan

Parent Loans:

- MEFA Loan
- PLUS Loan

Some programs are subject to the availability of funding.

The amount of financial aid eligibility that is met depends upon the availability of funds, the number of eligible applicants, and the date the financial aid file is completed. Files completed by April 1st will be given priority consideration, while files completed after that date are subject to available funding. A financial aid award letter will be mailed to all students who complete an application for financial aid.

It is the responsibility of the student to notify the Financial Aid Office of all financial assistance received from any other sources. Types of assistance that must be reported include private scholarships, tuition waivers, veteran's benefits, Massachusetts Rehabilitation assistance, etc.

All forms of outside assistance must be taken into account in the financial aid package. Outside assistance received after the awards are made by the Financial Aid Office may cause the financial aid package to be adjusted.

Financial Aid Appeals

Financial decisions can be appealed if the family situation changes after the financial aid award has been made. Appeals must be in writing, preferably typed, and sent to the Financial Aid Office.

Grounds for an appeal may include, but are not limited to: loss of job, loss of other income, death in the family, divorce or separation in the family, or unusually high medical bills. All appeals are handled on an individual basis.

Payment of Financial Aid Awards

Students awarded financial aid prior to the due date of College's bill, have the option of applying aid (excluding Federal Work Study) directly to the student's account.

This is done by completing the appropriate area on the bill that is mailed from the College's Business Office. If more aid is awarded than is required to meet the financial obligation to the College, the student will be refunded this amount and it can be used to meet other educational expenses. Financial aid refunds are not usually available until the mid-point of the semester. It is the policy of the Business Office to credit the first money received to the student bill. A student who withdraws from the College during the semester may not be eligible for the entire financial aid award. The refund policy of Framingham State College is mailed with the semester bill.

Satisfactory Academic Progress Policy

Federal regulations require Framingham State College to develop and apply a consistent and reasonable standard of academic progress, which must contain elements specified in the regulations. The following standards apply to any student receiving Federal or State financial aid.

A. Qualitative measures

Students must maintain a CQPA of 2.00 after passing sixteen course credits.

B. Quantitative progress

Students must successfully complete 67% of the course credits attempted after passing sixteen (16) course credits. Students must successfully complete 50% of the course credits attempted prior to completing sixteen (16) course credits. The number of course credits attempted and earned will be reviewed at the end of each year.

Examples:

An upperclassman has attempted a total of thirty (30) course credits and passed eighteen (18) course credits. The student is not making satisfactory progress because the student is passing at the rate of 60% (18 divided by 30). Since the student has passed 16 or more courses the passing rate must be 67% or higher.

A freshman takes three (3) course credits in the Fall semester and four (4) course credits in the Spring semester. The student withdrew during the Fall semester but completed all courses in the Spring. The student is making satisfactory progress because 4 (course credits completed) divided by 7 (course credits attempted) = 58%. Since the student has not yet completed sixteen courses, the required passing rate is 50%. If this same student had instead withdrawn during the Spring semester and passed the Fall semester the student would be completing at a rate of 43% (3 course credits completed divided by 7 course credits attempted) and would not be making satisfactory progress.

C. Additional elements

Course Withdrawals: If a student withdraws from one or more courses before the end of the Course Add/Drop period, the course(s) will not be included in the number of courses attempted. Any courses dropped after the Course Add/Drop period will be included in determining the number of courses attempted.

Incompletes: A grade of incomplete (IC) will be included as a course attempted. If the course work is completed and a passing grade is given, the course will then be counted as earned. The time frame to remedy an incomplete grade for satisfactory progress is the same as that for all students.

Repeated courses: Courses taken more than once will count each time as an attempt but only once as earned.

Non-credit courses: Non-credit courses are acceptable as courses attempted and courses earned.

D. Standards are cumulative

Satisfactory progress standards are cumulative and include all periods of the student's enrollment, including those for which the student did not receive financial aid.

E. Appeal process

Satisfactory progress standards may be waived in very special circumstances. An appeal, in writing, should be submitted to the Financial Aid Office indicating the reasons why a waiver should be granted. Valid circumstances may include injury to a student, illness of a student, the death of a relative or other. The appeal will be brought to a committee and a decision will be mailed to the student within two (2) weeks of receipt of the letter.

F. Reinstatement of Financial Aid

If financial aid is lost because satisfactory progress has not been achieved, the student can re-gain eligibility by:

1. making up or repeating the required courses,
2. transferring the courses back to the Office of the Registrar, if applicable, and
3. notifying the Financial Aid Office that the courses have been completed.

Although satisfactory progress is monitored once per year, eligibility may be restored at any time throughout the year.

Veterans' Affairs

Framingham State College is approved by the Commonwealth of Massachusetts for veterans' benefits, and for the education of veterans, war orphans, and the dependents of 100% disabled veterans. Eligible veterans, other than Chapter 34, have 10 years from the date of separation from active duty to use their educational benefits. Chapter 34 veteran benefits expired January 1, 1990. When filing for benefits at the College, eligible veterans are required to submit a copy of their separation from service (DD214).

The College seeks to provide assistance in obtaining benefits, financial aid, and other services for full and part-time students. Filing the benefits and certification of enrollment must be done through the Office of the Registrar, Dwight 220, (Day Division) or the Office of Continuing Education, Dwight 111. Both offices also provide information regarding V.A. requirements.

Notarized copies of form DD2384 are acceptable for submission to the V.A. All other copies, such as birth certificate, marriage certificate, etc., must be notarized originals.

Framingham State College offers Categorical Tuition Waivers for Massachusetts residents so defined as "veterans" according to Massachusetts General Laws Chapter 4, s.7, and includes the following categories:

1. Spanish War veteran
2. World War I veteran
3. World War II veteran
4. Korean veteran
5. Vietnam veteran
6. Lebanese peace-keeping force veteran
7. Grenada rescue mission veteran
8. Panamanian intervention force veteran
9. Persian Gulf veteran
10. WAAC
11. Armed forces

Specific definitions of "veteran" and each category can be obtained from the Office of the Registrar. Those who are eligible must complete and submit a Certificate of Tuition Waiver form, along with a copy of their separation from service (DD214) and proof of Massachusetts residency, prior to the billing deadline. **The Certificate of Waiver form must be submitted prior to billing each semester. Veterans whose certificates are not on file prior to receiving bills must pay tuition. A refund will be processed upon receipt and approval of the certificate.**

National Guard students need a Certificate of Eligibility from their unit commander. This certificate must be obtained each year for a tuition waiver, and must be submitted to the Office of the Registrar prior to the billing deadline. **National Guard students whose certificates are not on file prior to billing must pay for tuition. A refund will be processed upon receipt of the proper certification.**