

TUITION AND FEES

\$338 per Undergraduate Credit Hour

Campus courses may be audited free of charge; \$100 for audited online courses

\$20 Registration Fee per Credit Hour (Max \$240)

WITHDRAWAL and REFUND POLICY

To withdraw from a course, a student must complete a Withdrawal Form. Failing to attend class is not sufficient to complete the withdrawal process. The last date to withdraw from a course without the course appearing on his or her transcript is the second day of a session. If a student withdraws from the class after that date, he/she will receive a WP or WF as a grade on the course. Students who fail to withdraw properly will receive a grade of F on his/her permanent record.

If the student withdraws before the class meets, he or she will receive a full refund for the cost of the course.

If a student withdraws from the class after that, he/she will receive a refund of a proportion of the money paid for tuition as follows:

Two-Week Classes

Before the class meets	100%
First Day	100%
Second Day	90%
Third Day	75%
Fourth Day	50%
Fifth Day	25%
After the fifth day	No refund

One-Week classes

Before the class meets	100%
Second day	50%
After the second day	No refund

CLASS ATTENDANCE

The University does not grant credit for any course in which a student's class attendance falls below 80 percent. Students exceeding two absences will be dropped from the course. Three tardies equal one absence. Teachers may allow extra points for perfect or near perfect attendance, or they may subtract points for absences.

STUDENT RIGHT TO KNOW AND FERPA

Refer to the Student Handbook for information about 'Student Right to Know' guidelines and the Family Education Rights and Privacy Act.



Heritage Christian University is accredited by the Commission on Accreditation of the Association for Biblical Higher Education. Member institutions of ABHE are recognized as nationally accredited by CHEA (Council for Higher Education Accreditation) and the United States

Department of Education. www.abhe.org; www.chea.org



HERITAGE

CHRISTIAN UNIVERSITY

Summer 2010

Undergraduate Registration Information

CAMPUS CALENDAR

Apr 21-23	Pre-Registration
May 17	Registration
May 17-28	1 st Session
Jun 7-11	2 nd Session
Jun 21-25	3 rd Session
Jul 5-9	Summer Recess

DISTANCE LEARNING CALENDAR

(12 wks)

Mar 29-May 14	Pre-Registration
May 17	Registration 1st Day of Classes
Jun 4	Last Day to Drop/Add
Jun 28-Jul 1	Mid-Term Week (Mon-Thu)
Aug 6	Coursework Deadline (incl. finals)

Campus Registration Procedures:

Credit Students

1. Pick up **Undergraduate Class Schedule Card** in Front Lobby of Bible Building. Have this card signed at each stop.
2. See **Academic Advisor** to fill out Class Schedule Card. New students should see the Academic Dean.
3. Visit the **Financial Aid Office** in the Admissions Department.
4. Go to **Registrar's Office** adjacent to the Front Lobby for entry of student information and class schedule. Arrange for institutional testing. Fill out the following forms, if needed:
 - a) **Record Release Form** if grade reports need to be sent to financial support providers.
 - b) **Special Campaign Registration Form** if you are participating in a special mission work this summer or outside the U.S.
5. Visit the **Bookstore** located in the Overton Memorial Library in the Alexander Building for textbooks.
6. Go to the **Business Office** down the hall from the front lobby and leave your Class Schedule Form.

Audit Students

Follow instructions 1, 4, 5, and 6 above.

PHONE REGISTRATION: 256.766.6610 OR 1.800.367.3565, x.213.

SUMMER 2010 CAMPUS COURSE OFFERINGS					
Time	Course ID	Course Title	Cr Hrs	Instructor	Rm
<i>1st Session: May 17-28</i>					
8:00a-12:30p	HY212	Restoration Movement	3	Kilpatrick	12
(1st week in classroom. 2nd week field trip, \$300)					
<i>2nd Session: Jun 7-11</i>					
8:00a-3:00p	OT353	Ezekiel and Daniel	3	Daily	12
<i>3rd Session: Jun 21-25</i>					
8:00a-3:00p	MN/NT206	Church Leadership	3	Bagents	12

NOTE: There will be no incomplete period for summer sessions.

1st Session

Jun 11 Final Exam deadline

Jun 18 Post-Class Assignment deadline

2nd Session

Jul 16 Post-Class Assignment deadline

3rd Session

Jul 30 Post-Class Assignment deadline

CAMPAIGN SELECTIONS

Two units can be given for each foreign campaign involving a full week of work. No more than four foreign campaigns units may be applied to meet the eight campaign requirements for graduation. At least four units must be acquired from participation in state-side campaigns organized by Heritage Christian University.

The first digit following the letter prefix shows the class level (freshman, sophomore, junior, senior)

CS SP1 - Special Campaign

CS SP2 - Special Campaign

CS SP3 - Special Campaign

CS SP4 - Special Campaign

Students registering for summer campaigns must fill out a *Special Campaign Registration Form* available in the Registrar's Office.

SUMMER 2010 DISTANCE LEARNING COURSE OFFERINGS			
Course ID	Course Title	Cr Hrs	Instructor
CH201-11	Church History	3	Kilpatrick
CH424-11	History of Doctrine	3	Kilpatrick
CN202-11	Fund. of Counseling	3	Snodgrass
MN100-11	Personal Evangelism	2	McKinnon
MN222-11	Preparation for Missions	3	Barrier
MN401-11	Ministry in the Local Church	3	Burleson, T
NT201-11	The Gospels	3	Collins
NT/OT312-11	Biblical Exegesis	3	Barrier
OT361-11	Critical Intro to the OT	3	Gallagher
TH222-11	Fund. Of Christian Religion	3	Williams

NOTE:

- International Students who remain in the U.S. for the summer are required to take at least 6 semester hours. F1 Status students are limited to 3 credits per semester of Distance Learning courses (SEVIS 214.2)
- For all students in the campus program, more than 50% of courses must be completed on campus.
- Tuition and fees, withdrawal and refund policies, and class attendance details are located on the back of this brochure.