

FINANCIAL INFORMATION
JONES COLLEGE
BUSINESS OFFICE
SUMMER 2019

The Business Office is located on the second floor of the Administration Building. Normal hours of operation are 7:30 a.m. until 4:30 p.m. Monday-Thursday and Friday 7:30 a.m. – 4:00 p.m. Prompt and accurate settlement of all accounts is expected of all students.

Registration Fee. All summer school students will pay a \$40 registration fee.

Academic and Technical Courses. General tuition rate for the summer term is \$75 per semester hour. Out-of-state residents will be charged an additional \$10 per semester hour.

Vocational courses. Mississippi residents will pay a general fee of \$425 for the nine-week summer term or 212.50 per 4/5-week session.

Commercial Truck Driving. \$3040

Residence Hall Fees. Dormitory students will be assessed \$600 for each four-week term. Residence Hall fees for the first four-week term are due at registration. Fees for the second term are due in the Business Office by July 1, 2019.

Other Fees and Expenses. Students may be subject to other miscellaneous fees and expenses. Most of these are identified in the 2018-2019 Catalog published by the College.

The Board of Trustees of Jones College reserves the right to change any or all fees without notice.

Refund Policy

General Fee and Non-Resident Fee. Students who officially withdraw from school before the end of the term are entitled to partial refunds under certain conditions. These fees will be refunded as follows:

Session	Amount of Refund	Last Date
9W/8W	100%	05/28/2019
9W/8W	50%	06/11/2019
4W1	100%	05/28/2019
4W1	50%	06/04/2019
JU4	100%	06/03/2019
JU4	50%	06/10/2019
JU8	100%	06/03/2019
JU8	50%	06/17/2019
4W2	100%	07/08/2019
4W2	50%	07/15/2019
JL4	100%	07/01/2019
JL4	50%	07/08/2019

REFUND/WITHDRAW POLICY

It is the student's responsibility to withdraw officially. Refunds of fees are computed according to the date the student personally contacts their instructor or Enrollment Services to complete the withdrawal process, not the last day of class attendance.

Students must withdraw from a course by the first day of class in order to receive 100% refund.

Requests for exceptions because of extenuating circumstances such as illness or death must be submitted in writing to the Business Office. An administrative committee will review the request, and the student will be notified as to whether or not an exception to the refund policy can be made. The college will not refund fees originally paid by check until the check has successfully cleared the student's bank.

Residence Hall Fees. Room and board fees are not refundable.

Laboratory Fee. Lab fees may be refunded if a student officially withdraws from a course within the first week.

Payment of Fees. Balances are due before the final for each session of the summer term.

Senior Citizens. If space is available, senior citizens over the age of 65 may enroll in courses without paying registration or general fees. However, any applicable lab fees and/or course material fees must be paid. The senior citizen discount does not apply towards programs with limited spaces available. Information concerning this program may be obtained from the Dean's Office.

MISCELLANEOUS FEES AND EXPENSES

Work Based Learning: \$75.00 per semester hour

Change of Schedule: \$20.00

Returned Check Fee: \$40.00

Replacement Identification Card: \$40.00

BUSINESS OFFICE INFORMATION

Payment of Tuition and Fees. Students may make payment with cash, check, credit card, money order, or Bobcat Bucks at the business office during regular office hours.

Online Payments. Students may make payment online using a Visa, MasterCard, Discover, or American Express. Log onto myJones and choose PeopleSoft, Self Service, Student Center, Account Activity/Make a Payment.

Phone Payments. Students may make payment by phone by calling 1-866-526-6007 using Visa, American Express, MasterCard, or Discover.

LABORATORY FEES

All students who enroll in laboratory courses will be charged the appropriate laboratory fee. These fees which are payable at the beginning of the semesters, are as follows:

MSVCC ONLINE COURSES

30.00 per course

ACADEMIC**Business Administration (BAD)**

2533, 2813 25.00 per course

Administration (BOA)

2413, 2533, 2553 25.00 per course

Biology (BIO)

1114, 1124, 1134, 1144, 1214, 1314, 1414, 2414, 2424, 2514, 2524, 2924 25.00 per course

Chemistry (CHE)

1114, 1214, 1224, 2424, 2434 25.00 per course

Computer Science (CSC)

1313, 1613, 2133, 2143 25.00 per course

ENG

124 8.75 per course

MAT

124 3.50 per course

ENG

1113, 1123 23.00 per course

Physical Science (PHY)

1213, 2414, 2424, 2515, 2525 25.00 per course

Physics (PHY)

1213, 2414, 2424, 2515, 2525 25.00 per course

Private Music Instructions (MUA)

1141, 1151, 1172, 1182, 1241, 1251, 1272, 1282, 1331, 1341, 1362, 1372, 1441, 1451, 1472, 1482, 1541, 1542, 1551, 1552, 1571, 1572, 1581, 1582, 1741, 1571, 1772, 1782, 1841, 1851, 1872, 1882, 2141, 2151, 2172, 2182, 2241, 2251, 2272, 2282, 2331, 2341, 2362, 2372, 2441, 2451, 2472, 2482, 2541, 2542, 2551, 2552, 2571, 2572, 2581, 2582, 2741, 2751, 2772, 2782, 2841, 2851, 2872, 2882 25.00 per course

CAREER/TECHNICAL

Career and Technical lab fees vary by course. For a more detailed description of Summer Lab Fee costs, please review your program plan cost sheet issue by your instructor.

Associate Degree Nursing:

NUR 1119 555.00 per course

NUR 1129 455.00 per course

NUR 2113 179.00 per course

NUR 2129 495.00 per course

NUR 2139 566.00 per course

Childcare:

CDT 1224, 2233, 2413, 2513, 2813 20.00 per course

CDT 1313, 1713, 2613, 2713 50.00 per course

CDT 1214 60.00 per course

CDT 1344 65.00 per course

CDT 2945 140.00 per course

CDT 2915	205.00 per course
CDT 1113	230.00 per course
Cosmetology:	
COV 1245, 1255, 1426	30.00 per course
COV 1263, 1436, 1443, 1542, 1642, 1722, 1732	50.00 per course
COV 1532	75.00 per course
COV 1622, 1632	90.00 per course
COV 1522	100.00 per course
COV 1122	1154.00 per course
Paramedic:	
EMS 1174	160.00 per course
EMS 1251, 1352, 1751, 1951, 2351, 2752, 2912	185.00 per course
EMS 1163	340.00 per course
EMS 1151	395.00 per course
EMS 2952	515.00 per course
Health Care Assistant:	
HCA 1214	50.00 per course
HCA 1124	95.00 per course
HCA 1312	101.00 per course
HCA 1116	145.00 per course
Pharmacy:	
PHM 1212, 1313, 1424, 1512, 2434, 2534, 2714, 2813	50.00 per course
PHM 2614, 2624, 2634	70.00 per course
PHM 1123	90.00 per course
PHM 1525	100.00 per course
PHM 1111	365.00 per course
Practical Nursing (Full Time)	
PNV 1728	50.00 per course
PNV 1524	150.00 per course
PNV 1682	250.00 per course
PNV 1914	380.00 per course
PNV 1443	1000.00 per course
Practical Nursing (Part Time)	
PNV 1714	50.00 per course
PNV 1524	150.00 per course
PNV 1437	175.00 per course
PNV 1614	250.00 per course
PNV 1914	380.00 per course
PNV 1426	925.00 per course
Radiology:	
RGT 2533	40.00 per course
RGT 1513	100.00 per course
RGT 2147	200.00 per course
RGT 1213	300.00 per course
RGT 1223	305.00 per course
RGT 1114, 1124, 1139, 1413, 1423	360.00 per course
Heating & Air	
ACT 1214, 1313, 1713, 1813, 2414, 2424, 2513, 2624	65.00 per course

ACT 2325	75.00 per course
ACT 1133, 2433, 2914	100.00 per course
ACT 1124	150.00 per course
Automotive	
ATT 1134, 1213, 1314, 1425, 1715, 1811, 2325, 2334, 2435, 2445, 2614, 2913	60.00 per course
ATT 1124	100.00 per course
Civil Engineering	
CIT 1113, 1213, 2113, 2433, 2443,	25.00 per course
DDT 1313	25.00 per course
CIT 1413	59.00 per course
DDT 1163	59.00 per course
Commercial/Residential Maintenance	
CRM 1122, 1133, 1215, 1222, 1312, 1513, 1615, 1713, 2912	60.00 per course
CRM 1112, 1413	95.00 per course
Drafting	
DDT 1173, 1613, 2153, 2213, 2373, 2813, 2823	25.00 per course
DDT 1163,	59.00 per course
DDT 1313, 1323	90.00 per course
Electrical	
ELT 1123, 1143, 1144, 1193, 1263, 1273, 1413, 2613, 2624	10.00 per course
ELT 1253	55.00 per course
ELT 1213	60.00 per course
ELT 1113	89.00 per course
ELT 2114, 2424	150.00 per course
Electro-Mechanical	
IMM 1163, 1173, 1383, 1474, 1484, 2114, 2124, 2214, 2433, 2613, 2623	25.00 per course
IMM 1934	59.00 per course
IMM 1153	75.00 per course
Machining	
MST 1115, 1124, 1243, 1413, 1613, 2135, 2145, 2523, 2533, 2552, 2714, 2724, 2735, 2911, 2913	100.00 per course
MST 1313	225.00 per course
Welding	
WLT 1115, 1124, 1135, 1143, 1155, 1162, 1225, 1232, 1252, 1313, 1911 1912, 1913, 1922	70.00 per course
AG	
AGR 1314	15.00 per course
AGR 1214, 2253, 2314	20.00 per course
Culinary	
CUT 1114, 1124, 2244, 2314, 2424,	100.00 per course
CUT 1134, 1514	125.00 per course
HRT 1223	125.00 per course
Forestry	
FOT 1114, 1713, 2614, 2623	100.00 per course
Horticulture	
HLT 2124	35.00 per course
HLT 1113, 1123, 1213, 1313, 1513, 2323, 2713	50.00 per course
HLT 2813	80.00 per course

HLT 2413	125.00 per course
Business Technology	
BOT 1123, 1213, 1233, 1243, 1273, 1313, 1413, 1433, 1613, 1623, 1763, 1823, 1853, 2133, 2333, 2433, 2643, 2653, 2673, 2723, 2743, 2753, 2763	10.00 per course
Information Systems Technology	
IST 1124, 1134, 1143, 1153, 1163, 1213, 1223, 1244, 1254, 1314, 1713 2224, 2253, 2323, 2324, 2373, 2453, 2473, 2483	25.00 per course
IST 2234	55.00 per course
IST 1413, 1423, 2433	100.00 per course
Paralegal	
LET 1123, 1213, 1513, 1523, 1713, 2313, 2323, 2333, 2383, 2453, 2463, 2653	60.00 per course
LET 2913	75.00 per course
Marketing	
MMT 1113, 1313, 2243, 2613	50.00 per course
Oil and Gas Production	
OGP 1152	225.00 per course
OGP 1123	330.00 per course
OGP 1143	450.00 per course
OGP 1163	625.00 per course
OGP 1174	1415.00 per course
Work Based Learning	
WBL 1191, 1192, 1193, 1194, 1195, 1921, 1922, 1923, 1924, 1925 1931, 1932, 1933, 1934, 1935, 2911, 2912, 2913, 2914, 2915, 2921, 2922 2923, 2924, 2925, 2931, 2932, 2933, 2934, 2935	25.00 per course
CTE 1143	50.00 per course
SSP 1002	50.00 per course

COURSE MATERIALS FEE

Jones College is dedicated to providing affordable, technologically advanced, and relevant course materials to our students. This includes electronic books, downloadable reading materials, homework management systems, content and grading resources, and lab based learning tools.

Courses are charged a \$10 per credit hour course material fee or a \$35 per credit hour course material fee. The following are the courses with a course material fee associated with them:

Subject	Catalog	Description	Per Credit Hour
ACT	1124	Basic Compression Refrigeration	10.00
ACT	1133	Tools and Piping	10.00
ACT	1214	Controls	10.00
ACT	1313	Refrigeration Sys Components	10.00
ACT	1713	Elec. For Heat, Vent, AC and Ref	10.00
ACT	2424	Air Conditioning II	10.00
ACT	2433	Refrigerant, Retrofit, & Regs	10.00
ACT	2624	Heat Load & Air Properties	10.00
ACT	2914	Special Project in Heat/AC	10.00
ATT	1213	Brakes	10.00
ATT	1314	Manual Drive Trans/Transaxle	10.00

ATT	1811	Into. Safety & Emp Skills	10.00
ATT	2325	Automatic Transmission/Transax	10.00
ATT	2445	Engine Performance III	10.00
ATT	2614	Heating and Air Conditioning	10.00
BOT	2643	CPT Coding	10.00
BOT	2653	ICD Coding	10.00
CDT	1112	Early Childhood Profession	10.00
CDT	1313	Art for Preschool	10.00
CDT	1344	Child Health, Safety, & Nutrition	10.00
CRM	1112	Fund. Of Maintenance Services	10.00
CRM	1122	Maintenance Regulations	10.00
CRM	1133	Math and Blueprint Interpret.	10.00
CRM	1222	Surface Finishes	10.00
CRM	1312	Masonry	10.00
DDT	1113	Fund of Drafting	10.00
DDT	1163	Engineering Graphics	10.00
EET	1114	DC Circuits RTV	10.00
EET	1124	AC Circuits RTV	10.00
EET	1192	Fundamentals of Electronics	10.00
ELT	1113	Residential/Light Comm Wiring	10.00
ELT	1253	Branch Circuit/Service Ent. Cal	10.00
HRT	2613	Hospitality Supervision	10.00
MST	1212	Drill Press & Band Saw Ops	10.00
MST	1223	Lathe Turing Knowledge	10.00
MST	1243	Precision Late Operations	10.00
MST	1313	Advanced Shop Mathematics	10.00
MST	1412	Blueprint Reading	10.00
MST	2714	Computer Numerical Control I	10.00
MST	1313	Cutting Processes	10.00
WLT	1155	Pipe Welding	10.00
WLT	1162	Gas Metal Arc Aluminum Welding	10.00
WLT	1252	Advanced Pipe Welding	10.00
WLT	1911	Special Problem in Weld. & Cut	10.00
WLT	1913	Special Problems in Welding	10.00
WLT	1232	Blueprint Reading, Symbols	10.00

Subject	Catalog	Description	Amt Per Credit Hour
ACC	1213	Principles of Accounting I	35.00
ACC	2223	Principles of Accounting II	35.00
ACT	2325	Commercial Refrigeration	35.00
ACT	2413	Air Conditioning I	35.00
AGR	1214	Animal Science	35.00
AGR	2413	Farm Management	35.00
ART	1113	Art Appreciation	35.00
ART	1313	Drawing I	35.00
ART	1433	Design I	35.00
ART	1453	Three Dimensional	35.00
ART	1513	Computers in Art	35.00
ART	1913	Art for Elementary Teachers	35.00
ART	2613	Ceramics I	35.00
ART	2623	Ceramics II	35.00

ART	2713	Art History I	35.00
BAD	1113	Introduction to Business	35.00
BAD	2413	Legal Environment of Business	35.00
BAD	2523	Personal Financial Management	35.00
BAD	2813	Administrative Communications	35.00
BIO	1114	Principles of Biology I	35.00
BIO	1124	Principles of Biology II	35.00
BIO	2514	Anatomy and Physiology I	35.00
BIO	2524	Anatomy and Physiology II	35.00
BIO	2924	Microbiology	35.00
BOT	1213	Professional Development	35.00
BOT	1233	Microsoft Word I	35.00
BOT	1313	Applied Business Math	35.00
BOT	1613	Medical Office Terminology	35.00
BOT	1763	Communication Essentials	35.00
BOT	2133	Desktop Publishing	35.00
BOT	2323	Database Management	35.00
BOT	2723	Administrative Office Procedures	35.00
BOT	2743	Medical Office Concepts	35.00
BOT	2833	Integrated Computer Apps	35.00
CDT	1223	Child Development II	35.00
CDT	2233	Guiding Social & Emotional Beh	35.00
CDT	2413	Atypical Child Development	35.00
CHE	1114	General Chemistry Survey Basic	35.00
CHE	1214	General Chemistry I	35.00
CHE	1224	General Chemistry II	35.00
CHE	2424	Organic Chemistry I	35.00
CHE	2434	Organic Chemistry II	35.00
CIT	1213	Road Design & Const	35.00
CIT	2113	Legal Principles of Surveying	35.00
CRJ	1383	Criminology	35.00
CRJ	2333	Criminal Investigation	35.00
CSC	1123	Micro-Internet Applications	35.00
CSC	1613	Computer Programming I	35.00
CSC	2134	Programming I with "C++"	35.00
CTE	1143	NCCER Core	35.00
CUT	1114	Culinary Principles I	35.00
CUT	1134	Principles of Baking	35.00
CUT	1135	Principles of Baking	35.00
CUT	2223	Menu Plan & Facilities Design	35.00
CUT	2244	Dining Room Management	35.00
CUT	2314	American Regional Cuisine	35.00
DDT	1213	Construction Materials	35.00
DDT	2911	Special Project	35.00
DDT	2912	Special Project	35.00
DDT	2913	Special Project	35.00
DMS	1114	Introduction to Ultrasound	35.00
ECO	2113	Economics I	35.00
ECO	2123	Economics II	35.00
EET	1444	Funds of Instrumentation	35.00
EGR	2413	Engineering Mechanic	35.00
ELT	1143	AC/DC Circuits for Elec Tech	35.00
ELT	1144	AC/DC Circuits for Elec Tech	35.00

ELT	1193	Fundamentals of Electricity	35.00
ELT	2613	Programmable Logic Controllers	35.00
EMS	1117	EMT	35.00
EMS	1825	Cardiology	35.00
EMS	2855	Medical	35.00
ENG	124	Intermediate English	35.00
ENG	1024	Intermediate English	35.00
ENG	1113	English Comp I	35.00
ENG	1123	English Comp II	35.00
ENG	2133	Creative Writing	35.00
ENG	2153	Traditional Grammar	35.00
EPY	2533	Human Growth and Development	35.00
FCS	1113	Social and Professional Development	35.00
FCS	1233	Principles of Nutrition	35.00
FCS	1253	Nutrition	35.00
FOT	2213	App of GIS/GPS in Forestry	35.00
GEO	1113	World of Geography	35.00
GIT	2123	Fund of Geographic Inf System	35.00
HCA	1115	Basic Health Care Assisting	35.00
HCA	1125	Special Care Procedures	35.00
HCA	1214	Body Structure and Function	35.00
HEC	1233	Principles of Nutrition	35.00
HEC	1253	Nutrition	35.00
HIS	1113	Western Civilization I	35.00
HIS	1123	Western Civilization II	35.00
HIS	2213	American History I	35.00
HIS	2223	American History II	35.00
HLT	2113	Turfgrass Management	35.00
HLT	2323	Greenhouse & Nur Prod II	35.00
HPR	1213	Personal and Community Health	35.00
HPR	1593	Health Concepts & Wellness/Nutrition	35.00
HPR	2213	First Aid & CPR	35.00
HPR	2712	Athletic Training Terminology	35.00
HRT	1123	Intro to Hospitality	35.00
HRT	1213	Sanitation and Safety	35.00
HRT	2623	Hospitality Human Resource Management	35.00
HUM	1113	Introduction to Humanities	35.00
INT	2124	Control Systems II	35.00
IST	1124	IT Foundations	35.00
IST	1153	Web and Programming Concepts	35.00
IST	1213	Client Install & Configuration	35.00
IST	1244	Network Admin Windows Server	35.00
IST	1254	Network Admin Windows LUX	35.00
IST	1314	Visual BASIC Programming	35.00
IST	1413	Client Side Programming	35.00
IST	1414	Client Side Programming	35.00
IST	2224	Network Planning and Design	35.00
IST	2253	Adv Network Admin Windows Serv	35.00
IST	2373	C Programming Language	35.00
LET	1113	Legal Systems and Terminology	35.00
LET	1123	Introduction to Law	35.00
LET	1523	Will and Estates	35.00
LET	1713	Legal Writing	35.00

LET	2313	Civil Litigation I	35.00
LET	2353	Criminal Law and Procedures	35.00
LET	2383	Criminal Law and Procedures	35.00
LLS	1312	Orientation	35.00
MAT	124	Beginning Algebra	35.00
MAT	1204	Beginning Algebra	35.00
MAT	1233	Intermediate Algebra	35.00
MAT	1234	Intermediate Algebra	35.00
MAT	1313	College Algebra	35.00
MAT	1323	Trigonometry	35.00
MAT	1513	Business Calculus	35.00
MAT	1613	Calculus I	35.00
MAT	1723	Real Number System	35.00
MAT	2613	Calculus III	35.00
MFL	1213	Spanish I	35.00
MFL	1223	Spanish II	35.00
MFL	2223	Spanish IV	35.00
MMT	1113	Marketing I	35.00
MMT	1323	Advertising	35.00
MMT	1753	Marketing Seminar	35.00
MMT	2213	Management Marketing Management DEC	35.00
MMT	2243	Marketing	35.00
MMT	2313	E-Commerce Marketing	35.00
MUS	1113	Music Appreciation	35.00
PHI	2113	Introduction to Philosophy	35.00
PHI	2613	World Religions	35.00
PHM	1413	Pharm Anatomy and Physiology	35.00
PHM	2813	Pharmacy Transition	35.00
PHY	2244	Physical Science I	35.00
PHY	2414	General Physics I	35.00
PHY	2424	General Physics II	35.00
PHY	2515	General Physics IA	35.00
PHY	2525	General Physics IIA	35.00
PSC	1113	American National Government	35.00
PSY	1513	General Psychology	35.00
PSY	2513	Child Psychology	35.00
PSY	2533	Human Growth and Development	35.00
SOC	2113	Introduction to Sociology	35.00
SOC	2133	Social Problems	35.00
SOC	2143	Marriage and Family	35.00
SPT	1113	Oral Communications (Speech)	35.00
SWK	1113	Social WK-A Helping Profession	35.00
EBook			
ECO	1113	Introduction to Economics	130.00 flat fee
JOU	1313	New Writing and Reporting	30.00 per unit
DDT	2213	Structural Detailing	15.00 per unit
MMT	2323	Internet Marketing	30.00 flat rate

GENERAL INFORMATION

Receipts for Payment of Fees. The Business Office issues a receipt to the student for each payment made to the college. It is the student's responsibility to keep the receipt in safekeeping. The college cannot assume responsibility for a claim of remittance on account unless the claim is attested by a receipt.

Unpaid Fees. Students cannot receive an official transcript of credit earned and cannot register for other classes until fees are paid. A student may be dropped from their courses for not making a payment deadline. A student requesting an office transcript of credit, but has unpaid fees, must pay this balance in full using cash or credit card.

Personal Checks. Students, faculty, and staff may not cash personal checks.

Statements of Account. Students are responsible for paying all fees, including room and board on published dates. Students may login MyJones at any time and view their charges, payments made, refunds, and financial aid and scholarships awarded. Students needing itemized statements of charges and fees must notify the Business Office and such statements will be provided.

Refunds on Account. Refunds on student accounts are issued on Wednesdays and Fridays. The Business Office no longer issues refunds directly. For more information on the refund policy please visit the following webpage <http://www.jcjc.edu/refunds>.

College Property. A charge will be made to anyone using school equipment and failing to return it. Periodic inspections of dormitory rooms will be made, and the occupants of the room must pay for any missing or damaged property.

Personal Property. Even though precaution is taken to maintain adequate security, the college cannot assume responsibility for loss or damage to student possessions. Students are encouraged to carry appropriate insurance to cover such losses.

Bobcat Bucks. The JCJC oneCard ID is more than just an ordinary ID card. The OneCard lets you buy on the fly with Bobcat Bucks. Simply deposit money on the card and use it wherever the OneCard is accepted (Campus Bookstore, Cafeteria, and select Vending machines). The OneCard lets you get what you need fast. It works just like a debit card for cash-free purchases on campus, and there is no monthly fee. Come by Student Accounts and purchase some Bobcat Bucks for your OneCard. You can find the OneCard policies on the Jones webpage at <http://www.jcjc.edu/studentervices/onecard.php>.

THE BOARD OF TRUSTEES RESERVES THE RIGHT TO CHANGE ANY OR ALL FEES WITHOUT NOTICE.