



## Admissions & Financial Information

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## **~~ADMISSIONS TO THE SEMINARY~~**

The seminary comprises a variety of students who uphold academic integrity and strive for spiritual and personal growth. Applicants must do the same and be committed to the vision and purpose of the school. We strive for individuals who will contribute and be faithful to the seminary as they endeavor in their academic experience.

### **Requirements**

1. Applicants must have a High School Diploma.
2. Two letters of recommendation are needed: one from a clergy person and one from laity.
3. Transfer students must submit a transcript from that school.
4. A brief resume must be submitted from all prospective students
5. Students must complete an application for admission (pg 57-58 ) and pay the current application fee.

## **~~TRANSFER STUDENTS~~**

The Seminary will accept all credits earned in a college, university, or other-level institution, providing an official transcript is received from that institution and that the subject material is similar to that of the Seminary. Courses, which are not similar, are also considered for transfer if they are deemed to be beneficial to the students chosen major. Transferable credit must be in accordance to a passing grade deemed by the seminary. At present the passing grade for a subject is “D” or equivalent and an average of 70 percent per subject must be achieved.

### **Transferring NYC Seminary Credits**

Each faith-based institution of higher learning reserves its sovereign right to determine what credits it will transfer in toward its degree programs. Therefore, our seminary cannot warrant that its credits will transfer. The student must make that determination by checking with the institution that they may want to transfer credits to.

## **~~TUITION AND FEES~~**

### **Tuition**

Undergraduate (Audited non-credit per hour)-----	\$ 30.00
Undergraduate (Credited per hour)-----	\$ 45.00
Graduate (per credit hour)-----	\$ 65.00
Life Experience Credit per hour---Undergraduate-----	\$ 45.00
Life Experience Credit per hour ---Graduate-----	\$ 65.00
Transfer credit fee per credit hour-----	\$ 10.00

**General Fees**

1. Application fee (one time fee)-----	\$ 50.00
2. Registration per semester fee for each quarter -----	\$ 50.00
3. Audited non credit transcript -----	\$ 15.00
Official Credited Transcript -----	\$ 15.00
4. Administration fee for financial accounting per month-----	\$ 8.50
5. Supervision fee for certification (per certification) -----	\$ 100.00 to \$
200.00	

**Seminary Award Preparation Fee**

Certificate and Associate Diploma preparation-----	\$ 50.00
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Ministerial Graduation Diploma (3 <sup>rd</sup> year) preparation-----	\$ 75.00
Fourth Year Degree Bachelor (4 <sup>th</sup> year) preparation-----	\$ 125.00
Master Degree preparation-----	\$
175.00	
Doctorate Degree preparation -----	\$
225.00	

**Program Costs - Credited**

1. Associate Program Level Two (30 add. Credits) -----	\$ 1350.00
2. Graduate Ministerial Diploma Level Three (30 add. credits) -----	\$ 1350.00
3. Bachelor Program Level Four (30 add. credits) -----	\$ 1350.00
4. Bachelor Degree (4Year) cost-----	\$ 5400.00
5. Master Program (30 credits above Bachelor)-----	\$ 1950.00
6. Doctorate Program (30 credits above the Master)-----	\$ 1950.00

**Program Cost -Non-Credit (Audit)-Certificate Program**

1. Per subject	\$ 90.00
2. First Year Certificate (10 subjects)	\$ 900.00
3. Second Year Certificate (10 additional subjects)	\$ 900.00

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|---|-----------|
| 4. Third Year Ministerial Diploma (10 additional subjects)    | \$ 900.00 |
| 5. Total Tuition cost for (3) year audited 3 year Certificate | \$2700.00 |



**Note:** *The program cost section above does not include: application or registration fee, text book or note costs, supervision fee, Certificate/Diploma/Degree preparation fee, and monthly payment plans. Audited non-credit cost is half of the above program cost.*

## **~~STUDENT PAYMENT PLANS & DISCOUNTS~~**

## **Payment Plans**

In order for a payment plan to be applied, the student must first pay the application and registration fee in full. A deposit of 25 % must be paid toward tuition at the start. All these requirements must be done before the students enters a class.

The payment plan is determined by the balance incurred (after the 25 % deposit) for the courses, programs, and fees) divided by the number of month the student is attending. In addition an \$ 8.50 administration fee is applied per month for billing and record keeping. This administration fee also gives students access to on-line services and courses or testing the seminary provides.

*Note: Extension plans may be given for students who need additional time to pay off their tuition.*

## **Discounts**

*(Only one discount may be used)*

1. 10% discount for subjects paid in advance.
2. 10% discount for ministers & church leaders.
3. 15% discount for members of *NYC Full Gospel Theological Seminary Association of Pastoral Counselors, Ministers, and Churches.*
4. 10 % discount for Senior Citizens: 55 years and older.

## **~~REFUND POLICY~~**

A refund may be given for tuition only as follows:

- before the first class and not more than three days from registration - 100 %
- the first 10 days from start - 90 %
- day one of start up to 14 days - 80 %
- the 14<sup>th</sup> day to the 21<sup>st</sup> day - 70 %

A refund **may not** be given under the following circumstances:

- No refund for registration
- No refund after the 21<sup>st</sup> day.
- No refund for books or notes which are purchased or mailed

## **~~FINANCIAL AGREEMENT~~**

The seminary requires that all financial obligations must be met before a student can graduate and receive certificates, diplomas, degrees and or ordination from NYC's National Association. All of the above will be withheld as security interest until the financial obligations are fulfilled.

*The seminary reserves the right to change financial policies, tuition costs, and fees at any time from the date of this publication.*

## **~~TEXT BOOKS & SEMINARY NOTES~~**

### **Costs**

Course textbooks and seminary notes vary depending on the course. The average textbook cost ranges from \$12.99 to \$23.00, while the average seminary notes range from \$10.00 to 18.00 per subject. There is an additional cost for shipping of all textbooks and seminary notes. This additional expense will be billed to the student and shown on their cost estimate evaluation form.

