

EXPENSES AND FEES

Student Billing and Account Services

Potter Hall, Room 208

Phone: (270) 745-6381; Fax: (270) 745-6584

Email: billing@wku.edu

Website: <https://www.wku.edu/billing/>

Ms. Susan Howarth, Executive Vice President for Strategy, Operations, and Finance

Potter Hall, Room 435

Phone: (270) 745-2434

Classification	Full-Time	Summer Term, Winter Term and Part-Time Per Credit Hour
Resident	\$6,036.00	\$503.00
Military Veteran/ Dependent Resident	\$6,036.00	\$503.00
Non-Resident (Domestic)	\$13,500.00	\$1,125.00
International	\$13,824.00	\$1,152.00
Tuition Incentive Program		
Undergraduate	\$7,068.00	\$589.00
Distance Learning Course		
Undergraduate (Note A)		\$551.00
Active Military (Per Credit Hour)		\$250.00
WKU ON Demand		\$503.00
Kentucky / Multi-state P-12 Educator		\$350.00
SAV-Y Comprehensive Transition Program		\$6,036.00 per semester

Full-time students are undergraduates who enroll in 12 hours or more of coursework during Fall and Spring terms. The full-time tuition rate applies to undergraduate students taking 12-18 credit hours (either exclusively on-campus or a combination of on-campus and distance learning). Full-time undergraduate students will be assessed an additional per credit hour fee equivalent to the per hour tuition rate for course loads exceeding 18 hours a semester.

Note A: The Distance Learning course rate is for all part-time students, regardless of residency, enrolling in on-line, web-based courses. Students enrolled exclusively in distance learning courses will be assessed the distance learning per hour rate regardless of the number of hours enrolled. There is no full-time distance learning rate.

Included within the above rates are a \$218 Student Athletic Fee, \$62 Student Centers Fee, \$70 Dero Downing Student Union renovation fee, and \$30 Parking Structure Fee, Creason. The fees are prorated to part-time undergraduate students on a per hour basis. These fees do not apply to the Distance Learning rates.

***Quoted tuition and fees are subject to change by the Kentucky Council on Postsecondary Education or Western Kentucky University. Refer to**

the Tuition and Fees website at <https://www.wku.edu/billing> (<https://www.wku.edu/billing/>) for current rate information.

Other Expenses (Per Semester)

Meals

(Approximately) \$1,921 - \$2,628

WKU has numerous eating facilities available. See the section on food service facilities for more information on food services and meal plans.

Textbooks/Course Materials

From delivering affordable content through Blackboard to complete choice of rental books, eBooks, or new and used materials, the WKU Store offers all the options and has worked closely with your faculty to determine which materials are required and recommended. The WKU Store offers all formats, specializing in affordable used books and custom, non-traditional formats.

Visit <http://www.wkustore.com> (<http://www.wkustore.com/>) to determine your course material needs or to reserve your course materials in advance via the WKU Store Textbook Reservation Program. Reserving your course materials allows for easy pick-up when you arrive back on campus or shipping directly to you. In-store or online, The WKU Store is your best choice for affordable options and a guarantee that you receive the exact materials required by your instructor.

Personal

Students should also make budget allowances for miscellaneous personal expenses and travel that will vary greatly depending upon individual habits and needs but are estimated to range from \$300 to \$600 per semester.

Rooms Per Semester

Throughout our 16 residence halls are a variety of living options including community bath, suite-style rooms and rooms with private baths. The majority of rooms in the residence halls are designed for double occupancy. The cost for these rooms for the 2025-2026 academic year ranges from \$3,045 to \$4,418 per semester. Rates are per student, double occupancy.

On-campus housing is also available for summer term. Rates will be set at a double occupancy rate per person for each week in residence, and will be available on our summer housing website in April prior to the summer term.

Please contact the Department of Housing and Residence Life for additional information or visit their website at <http://www.wku.edu/housing> (<http://www.wku.edu/housing/>).

Program Expenses in College of Health and Human Services

Students enrolled in the College of Health and Human Services programs should consult with the appropriate department / school about potential expenses required for program completion; for example, some students may be required to undergo criminal background checks and drug testing and to provide proof of health insurance, liability insurance and/or immunization records prior to participating in any required experiences at selected off-campus facilities/agencies. Additionally, there may be certifications, training seminars or other requirements specified by the facility/agency that a student must meet in order to be eligible for field or practical experiences at the facility. It is the responsibility of the student to ensure that all institutional and/or facility requirements are met as a

condition of participating in the on- or off-campus experiences; students may be responsible in part or in full for any costs incurred to meet such requirements. Students are also responsible for transportation to and from off-campus experiences. In some CHHS programs, the students are responsible for rental fees for clinical instruments and supplies, purchasing uniforms, equipment and possible course and program fees above the regular tuition. (For example, a per semester program fee will be assessed to students enrolled in the BSN pre-licensure program.) At the completion of the program, students may also be responsible for fees related to national and regional licensing exams. These requirements vary across programs within the college.

College Fees

Refer to the College Fees chart on the Tuition and Fees Website at <https://www.wku.edu/billing/coa.php> (<https://www.wku.edu/billing/coa/>) for specific courses and related fees.

Schedule Change Fee

A \$50 schedule change fee will be assessed per course for student-initiated schedule changes. Effective dates for the fee are printed in each term's Registration Guide available online at <http://www.wku.edu/registrar> (<http://www.wku.edu/registrar/>).

Late Registration Fee

Students who register for classes beginning the first day of a term will be assessed a \$50 late registration fee.

Fees for Auditing Courses

All students who audit a course are charged the same tuition and fees they would pay if they took the course for credit.

Application for Graduation Fee

Candidates for the associate and baccalaureate degree will be charged a fee of \$50. This fee will cover the cost of cap and gown, diploma and other necessary expenses. The graduation fee must be paid and the Application for Graduation must be filed after 90 hours are earned for baccalaureate degree students and after 45 hours are earned for students pursuing associate degrees. Candidates for a certificate will be charged a fee of \$15. Contact the Office of the Registrar at registrar@wku.edu or (270) 745-3351 for additional information.

Transcript Fee

A \$13.00 fee is charged for an official transcript. Official transcripts may be ordered through the Office of the Registrar; additional information is available at: http://www.wku.edu/registrar/transcript_request.php.

Parking and Transportation Services

Downing Student Union, Suite 68
270-745-2361

<https://www.wku.edu/transportation> or transportation@wku.edu

A number of Parking & Transportation Services are available through this department. If parking on Main or South campuses (no requirement for regional campuses), students may choose to purchase an annual parking permit from the PTS Department, or purchase hourly parking, or daily parking through the ParkMobile app. Topper Transit provides free bus service between locations on Main Campus, South Campus and various off-campus shopping destinations. Students can monitor bus arrival times using the iWKU app. Curb-to-curb disability para-transit services and evening, on-demand ride services are also provided free and can be requested via the TransLōc app. In addition, Parking & Transportation

Services offers discounted GoBG city bus passes and subsidized airport shuttle service to Nashville International Airport. Bike racks are located throughout campus.

PTS encourages students to leave their cars at home as parking on Main Campus is limited. If you are parking on campus, an annual parking permit is likely your most economical choice. All parking lots are zoned for specific permits. Housing permits are for students living in a campus residence hall. Commuter Permits are for students living off-campus. You will park in the zone that matches your permit. Permits may be ordered online at www.wku.edu/transportation (<http://www.wku.edu/transportation/>). Main Campus permits are limited and sold on a first come, first served basis. A waitlist will be available for each lot after that permit sells out. Please follow us on Facebook, X, YouTube and Instagram.

Fee Payment

All tuition, housing fees, course or laboratory fees, meal charges, and other assessments are due and payable in accordance with the statements rendered by the appropriate university office.

Tuition, housing fees, meal plans and other student charges must be paid on the date a student registers or on other dates as specified by the Office of Student Billing & Account Services. Payment of fees will not be deferred, unless the student participates in one of the approved payment plans as described below.

The University expects the students to be financially responsible and not be delinquent in financial obligations to the University or to any department or division of the University. **If a student registers and decides not to attend, the student must withdraw from all classes prior to the first day of classes on TopNet or by notifying the Office of the Registrar in writing to ensure that the student will not owe tuition and late payment fees and receive "F" grades. The student is responsible for his or her own enrollment status.** A student who fails to meet a financial obligation by the due date of the notice from the appropriate university official will be subject to regulations promulgated by the University. If the student does not settle the obligation by the date designated on the notice, the appropriate business office shall notify the University Registrar. After the University Registrar has been notified that a student is delinquent, the University Registrar shall not allow the student to register or to obtain a diploma until the University Registrar has been notified that the obligation has been settled.

The University expects all students to register for classes and pay tuition prior to the first day of class. A late payment charge of \$100 may be assessed for failure to pay by the designated due date. **Failure to receive a bill does not relieve the student of the obligation to pay tuition and fees by the due date.** The University does not mail printed billing statements. All billing is electronic with students receiving notifications through their university-assigned e-mail addresses. As an added service, students can also select a billing e-mail address via TopNet so they can have their account statements sent to an additional e-mail address.

In the event that any tuition, fees and/or expenses are not paid when due, and the University undertakes collection of any unpaid portion, the student shall also be assessed and be responsible for any collection costs and/or fees associated with the collection of the debt including but not limited to: collection agency fees, which may be based on a percentage at a maximum of 33.3% of the debt, reasonable attorney's fees, court costs and all other charges allowed by law. Delinquent accounts receivable are placed with a collection agency and collection

fees will be added, increasing the amount owed. Accounts will also be reported to the National Credit Bureaus.

Payment Options

Careful financial planning is crucial to affording college today. Western Kentucky University knows the importance of providing options that will help conveniently manage education expenses.

If you need additional assistance or wish to contact the University about payment options, please contact the Office of Student Billing & Account Services at (270) 745-6381 or via email at billing@wku.edu. Additional information is located at wku.edu/billing (<https://www.wku.edu/billing/>).

The below information provides the different payment options available at Western Kentucky University, including monthly payment plan options and credit card options (with a convenience fee) administered for us by Nelnet Campus Commerce.

1. Payment using cash, check or money order.

- In person, at the Office of Student Billing & Account Services, Room 208 Potter Hall.
- Mail check payments to: Office of Student Billing & Account Services, Western Kentucky University, 1906 College Heights Blvd #11022, Bowling Green, KY 42101-1022.
- Mail the bottom portion of your invoice with your check or money order. Please make sure your student identification number is written on the check or money order. Always allow at least seven to ten business days when paying by mail. Please do not mail cash.
- Payments must be made in US dollars drawn on a US bank. All checks should be made payable to: Western Kentucky University.

2. Payment using Credit/Debit Cards or Electronic Payments from Checking or Savings Account

- Login to TopNet (https://acsapps.wku.edu/pls/prod/twbkwbis.P_WKULogin/?ret_code=5) and select the Student Services tab, click on Pay Tuition and Fees and then select Pay Now.
- Pay online at wku.edu/b (<https://www.wku.edu/billing/>) and select 'Make a Payment Online'.
- Visa®, MasterCard®, Discover® and American Express® are accepted.
- If you choose to use a credit or debit card, a fully disclosed processing fee of approximately 2.85% of the amount of payment will apply. (Fee covers administrative expenses and is not shared with WKU.)
- Free electronic debit from checking or savings is available.
- Because of high service and processing costs, the Office of Student Billing & Account Services at WKU does not accept credit or debit cards as a method to pay student account charges such as tuition, fees, room and board. We believe the savings realized by the University can be better utilized for academic endeavors. Credit and debit cards will continue to be accepted at campus locations other than the Office of Student Billing & Account Services.

3. Payment Plans

Western Kentucky University offers interest-free monthly payment plans through our partnership with Nelnet Campus Commerce. Students and their parents have the option of choosing a semester payment plan for the current semester in which the student is enrolled. Payment plans are not available for the winter or summer terms.

For the **Fall 2025 semester**, we will offer the following interest-free payment plans.

- 5-pay – Payments due June 1, July 1, August 1, September 1, and October 1.
- 4-pay – Payments due July 1, August 1, September 1, and October 1.
- 3-pay – Payments due August 1, September 1, and October 1.
- 2-pay – Payments due September 1 and October 1.

For the **Spring 2026 semester**, we will offer the following interest-free payment plans.

- 5-pay – Payments due November 1, December 1, January 1, February 1, and March 1.
- 4-pay – Payments due December 1, January 1, February 1, and March 1.
- 3-pay – Payments due January 1, February 1, and March 1.
- 2-day – Payments due February 1 and March 1.

- *\$45 enrollment fee per semester. Additional charges may apply. Please refer to your payment plan's Terms and Conditions during enrollment.*
- *To enroll, log in to TopNet (https://acsapps.wku.edu/pls/prod/twbkwbis.P_WKULogin/?ret_code=5) and select the Student Services tab, click on Pay Tuition and Fees and then select Pay Now.*
- *Automatic monthly payments from either a credit/debit card or checking/savings account are required.*
 - **Students:** *If someone is paying on your behalf, you MUST first set them up as an Authorized Payer.*
 - *Once your profile is set up, you can enroll in a payment plan, make a payment, or set up an authorized payer who can create a plan for your balance.*
 - **Authorized Payers:** *If you are paying on behalf of the student, the student MUST set up their account first and then add you as an Authorized Payer.*
 - *If you have used Nelnet before, simply Sign in to manage your account.*
 - *If you are new to Nelnet, click on the "Create a username & password" button to create an online account.*

4. Depository (Drop Box)

Your payment may be placed in one of our two depository boxes. During regular business hours, you may place your payment in the depository box located next to the Student Billing Office payment window on the 2nd floor of Potter Hall. If you cannot make it during regular business hours, the other box is located outside of the second floor entrance of Potter Hall. The depositories are emptied daily. Always include the bottom portion of your e-bill invoice statement with your check or money order when using the depository. It is important that your student identification number is written on the check or money order. Please allow two to three business days for depository payments to post to your account. Please do not place cash in the depository.

5. International Payments (Flywire)

Western Kentucky University has partnered with Flywire to offer an innovative and streamlined way to make a payment from your home country. Founded by a former international student, Flywire's mission is to save money for international students and their families that would otherwise be lost on bank fees and unfavorable foreign exchange rates.

With Flywire, international students receive the following benefits:

- excellent foreign exchange rates, allowing payments to be made in a student's home currency (generally)
- payment tracking through the transfer process via a student dashboard
- email confirmation when payment is received by the school
- fast and secure payments
- assurance that the exact payment amount sent is the same amount received by the University (no hidden bank fees)
- options may include bank transfer, credit/debit card in your home currency, electronic payment, or other local options

To initiate a payment through Flywire, please visit <https://wku.flywire.com> (<https://wku.flywire.com/>).

Flywire Customer Support Information:

Phone: (617) 207-7076
 US Toll-Free: 1-800-346-9252
 Email: support@flywire.com
 Web: <https://www.flywire.com/help> (<https://www.flywire.com/help/>)

No matter your time zone, Flywire will have a dedicated multilingual customer support team available to you via live chat, email and phone to answer any of your questions.

Refunds via BankMobile Disbursements

Western Kentucky University delivers refunds and student payroll funds to students with BankMobile Disbursements, a technology solution, powered by BMTX, Inc. All refunds and student payroll funds are disbursed through BankMobile Disbursements. For more information about BankMobile Disbursements, visit this link: <https://disbursements.bmtx.com/refundchoicessso/>.

To choose your university refund preference, sign in at my.wku.edu (<http://my.wku.edu/>) then click on **BankMobile** under **Campus Information**.

The University will not issue refund checks, so students must choose an option for receiving any refunds due to them. The funds are sent from the university to BMTX, Inc. who then disburses the refunds according to the choice the student has made. For questions about the refund process, please contact the Refund Office at (270) 745-5551 or email refunds@wku.edu.

Tuition and Fee Refund Policy

A refund of tuition shall be made if a student officially withdraws or is dismissed from the University during the first three weeks of a regular semester. Tuition refunds or reductions in outstanding fee liabilities for students who officially withdraw through TopNet or the Office of the Registrar, or who change their status from full-time to part-time or further reduce their part-time status through drop/add, will be made according to the following schedules:

Fall and Spring Semesters

Official Withdrawal Period	Tuition Refund Percentage
Through first 6 days of classes	100%
From the 7th day of class through the end of the second week	50%
Through the end of the third week	25%
No refund after the third week of classes	

Fall and Spring Bi-Term Classes

Official Withdrawal Period	Tuition Refund Percentage
Through first 3 days of classes	100%
4th and 5th days of classes	50%
6th and 7th days of classes	25%
No refund after the 7th day of classes	

Fall, Spring, and Winter 5-Week Session

Official Withdrawal Period	Tuition Refund Percentage
Through first 3 days of classes	100%
4th day of classes	50%
5th day of classes	25%
No refund after 5th day of classes	

Winter 3-Week Session

Official Withdrawal Period	Tuition Refund Percentage
Through first 2 days of classes	100%
3rd day of classes	50%
No refund after the 3rd day of classes	

Winter 2-Week Session

Official Withdrawal Period	Tuition Refund Percentage
Through first 2 days of classes	100%
3rd day of classes	50%
No refund after the 3rd day of classes	

Summer 13-Week Session

Official Withdrawal Period	Tuition Refund Percentage
Through first 5 days of classes	100%
6th through 8th days of classes	50%
9th through 12th days of classes	25%
No refund after the 12th day of classes	

Summer 8-Week Session

Official Withdrawal Period	Tuition Refund Percentage
Through first 3 days of classes	100%
4th and 5th days of classes	50%
6th and 7th days of classes	25%
No refund after the 7th day of classes	

Summer 7-Week Session

Official Withdrawal Period	Tuition Refund Percentage
Through first 3 days of classes	100%
4th and 5th days of classes	50%
6th and 7th days of classes	25%
No refund after the 7th day of classes	

Summer 6-Week Session

Official Withdrawal Period	Tuition Refund Percentage
Through first 3 days of classes	100%
4th day of classes	50%

5th day of classes	25%
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No refund after the 5th day of classes
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Summer 5-Week Session

Official Withdrawal Period	Tuition Refund Percentage
Through first 3 days of classes	100%
4th day of classes	50%
5th day of classes	25%
No refund after the 5th day of classes	

Summer 4-Week Session

Official Withdrawal Period	Tuition Refund Percentage
Through first 3 days of classes	100%
4th day of classes	50%
No refund after the 4th day of classes	

Summer 3-Week Session

Official Withdrawal Period	Tuition Refund Percentage
Through first 2 days of classes	100%
3rd day of classes	50%
No refund after the 3rd day of classes	

- The refund percentage is applied to the number of credit hours dropped, not the dollar amount of tuition and fees assessed.
- College fees are non-refundable after the 100% refund period.
- The refund policy is subject to change based upon federal regulations or by Western Kentucky University without prior notice.