

## University of Saint Francis | Physician Assistant Studies Program

Excerpts from pages 22-25 of the *Physician Assistant Student Handbook 2024-2025*

### 4.5 ESTIMATE OF PROGRAM COSTS

The following subsections detail the estimates of all costs (tuition, fees, etc.) related to the program beginning with enrollment (A3.12f). The individual total student cost for students entering the USF PA Program in August 2024 is estimated to be \$133,322.

- Total tuition: \$121,240
- Total required fees: \$8,050
- Total other program costs: \$4,032
- Overall total: \$133,322

#### 4.5.1 TUITION

Tuition is established by the University of Saint Francis each year. USF PA students are billed at a block tuition rate. Updated tuition information is available at <https://www.sf.edu/cost-and-aid/graduate-tuition-and-fees/>.

PA students entering in August 2024 will be billed at a block tuition rate of \$17,320 per semester. For those students entering the USF PA Program in August 2024, the total cost of tuition (for seven semesters) is estimated to be \$121,240.

Each student is financially responsible for any additional tuition costs associated with course or exam failure, remediation, delay of graduation, or deceleration in the PA Program for any reason. Cost of additional tuition will be established by the University of Saint Francis.

#### 4.5.2 REQUIRED FEES

In addition to the published tuition, a PA Program Fee of \$900.00 and a Clinical, Health and Exercise Science Tech Fee of \$250.00 will be billed to the student each semester.

The PA Program Fee supports instruction in programmatic lab experiences (e.g., cadaver lab, simulation lab, physical exam/procedural labs), program assessments (i.e., PAEA exams), and use of training software (i.e., SonoSim and ExamSoft). The Clinical, Health and Exercise Science Tech Fee is required of all COHS students. Cumulatively, these fees result in a total cost of \$8,050.

Each student is financially responsible for any additional required fees associated with course or exam failure, remediation, delay of graduation, or deceleration in the PA Program for any reason. Cost of additional required fees will be established by the University of Saint Francis.

#### 4.5.3 OTHER PROGRAM COSTS

Throughout the curriculum, students will be required to purchase additional materials, texts, equipment, and software; obtain vaccinations and background checks; submit to drug screens; and participate in educational trainings. The following tables provide an estimate of these costs and their tentative schedule. Cumulatively, other program costs are estimated to total \$4,032.

Prior to Matriculation	
Item/Fee	Cost
Medical Equipment	\$1,500.00
Annual Physical Exam	\$150.00
Lab Tests/ Immunizations	\$200.00
Background Check	\$30.00

Didactic Semester I	
Item/Fee	Cost
2-Step TB Testing	\$50.00
Required Textbooks <sup>^</sup>	\$600.00
Name Badge	\$12.00
Typhon Software	\$90.00
Blood Borne Pathogen Training	\$40.00

Didactic Semester II	
Item/Fee	Cost
Required Textbooks <sup>^</sup>	\$60.00
Flu Shot	\$20.00*
BLS Certification	\$90.00

Didactic Semester III	
Item/Fee	Cost
Academic Poster	\$20.00

Didactic Semester IV	
Item/Fee	Cost
ACLS Certification	\$350.00
Fit Testing/ N95 Masks	\$20.00
Annual Physical Exam	\$150.00*
2-Step TB Testing	\$50.00*
Second Background Check	\$30.00
Drug Screen	\$50.00
(Possibly 3rd TB)	\$50.00*
Suture Pad	\$70.00

Clinical Year (Semesters V-VII)	
Item/Fee	Cost
Flu Shot	\$20.00*
Graduation Pictures	\$50.00
Annual Physical Exam	\$150.00*
2-Step TB Testing	\$50.00*
Third Background Check	\$30.00
Drug Screen	\$50.00
(Possible Additional TB Test)**	\$50.00*

<sup>^</sup>Only includes required texts not offered as a free eText

\*Offered at no cost at the USF Student Health Clinic

\*\*Requirement varies by clinical site

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#### 4.5.4 REFUND OF TUITION AND FEES POLICY & PROCEDURE

USF publishes a "[Refund Policy](#)" and procedure in the Graduate Catalog. The policy and procedure (A1.02k) are repeated here:

1. Registration constitutes a contractual agreement between the student and the University of Saint Francis.
2. Should a student decide not to attend classes at USF any longer, the student must login to Cougar Connection and fill out the electronic "Complete Withdrawal" form in Form Central. This form will also count as an exit interview.
3. Failure to attend classes does not withdraw a student from classes.
4. Students that drop below full-time during the drop/add period may have a refund due to them. This refund amount will be calculated based on revised billing and financial aid packaging.
5. If a student does not begin the withdrawal process or otherwise notify the University of his/her intent to withdraw due to illness, accident, grievous personal loss, or other circumstances beyond the student's control, the University may determine the appropriate withdrawal date.
6. The return of grant funding from the state of Indiana's Division of Student Financial Aid (SFA) is defined by the SFA Refund Policy. Under the SFA policy, if a student completely withdraws from USF before the end of the fourth week, the student is not eligible for the state award and USF must return 100 percent of the semester's award to SFA. If a student withdraws after the fourth week, the SFA aid would be 100 percent earned and no SFA funds would be returned. Funds must be returned to SFA independent of other financial aid.
7. Students who receive Title IV funding (Federal Pell Grant, Federal Supplemental Education Opportunity Grant (FSEOG), Federal Stafford Loans, PLUS or Perkins Loan) and completely withdraw from USF are subject to the Title IV return of funds calculation, as mandated by the Department of Education. The Title IV refund calculation is different than USF's refund calculation; therefore, a student who withdraws before completing 60 percent of an enrollment period may owe USF for charges no longer covered by returned federal aid.
8. All USF and private financial aid will be refunded according to the tuition and fees schedule shown below.
9. Refunds will be made in the following order: Unearned SFA Awards, unearned Federal Aid, unearned USF scholarships and awards, outside agencies, the student.
10. If, prior to withdrawing, a student has received a disbursement of federal aid in the form of a refund, the student may be required to return part of the funds to the University of Saint Francis. If funds are to be returned by the student, this must be done within 15 days of notification by the University.
11. Students are responsible to pay any outstanding balance owed to USF after all adjustments have been made to their account based on the SFA, Title IV, and USF refund policies.

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##### 4.5.4.1 REFUND SCHEDULE

The University maintains several refund schedules that may apply to students in the PA Program. Each of these refund schedules is included in the Graduate Catalog's "[Refund Policy](#)" and detailed below.

For the Fall and Spring semesters, students who completely withdraw:

- Prior to the first day or during the first week of the semester are refunded 100% of paid tuition and fees.
- During the second week of the semester are refunded 75% of paid tuition and fees.
- During the third week of the semester are refunded 50% of paid tuition and fees.
- During the fourth week of the semester are refunded 25% of paid tuition and fees.
- During the fifth week of the semester or later are not refunded any paid tuition or fees.

For the Summer semester, students who completely withdraw:

- Prior to the first day or during the first week of the semester are refunded 100% of paid tuition and fees.
- During the second week of the semester are refunded 50% of paid tuition and fees.
- During the third week of the semester or later are not refunded any paid tuition or fees.

Maryland residents who completely withdrawal follow a different refund schedule. Students who have completed:

- Less than 10% of the course as of the date of withdrawal are refunded 90% of paid tuition.
- 10-19% of the course as of the date of withdrawal are refunded 80% of paid tuition.
- 20-29% of the course as of the date of withdrawal are refunded 60% of paid tuition.
- 30-39% of the course as of the date of withdrawal are refunded 40% of paid tuition.
- 40-59% of the course as of the date of withdrawal are refunded 20% of paid tuition.
- 60% or more of the course as of the date of withdrawal are refunded 0% of paid tuition.

The following refund schedule applies for Department of Defense Tuition Assistant Program recipients:

- Any unearned Tuition Assistance Program (TAP) funds are refunded on a proportional basis through at least the 60 percent portion of the period for which the funds were provided. TAP funds are earned proportionally during an enrollment period, with unearned funds returned based upon when a student stops attending. In instances when a Service member stops attending due to a military service obligation, the university will work with the affected Service member to identify solutions that will not result in a student debt for the returned portion of the funds.

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#### 4.5.4.2 REFUND PROCESSING

- Refunds are processed through the Business Office, and any refunds will be available approximately one month after a student withdraws officially and after all debts are paid and all charges/ credits are posted.
- A completed official withdrawal form from the Registrar's Office is required for a refund to be processed.

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#### 4.5.4.3 REFUND POLICY APPEALS

Students who have an extreme or unusual circumstance may appeal the USF Refund Policy according to the following procedure:

1. Current students may submit an appeal on Form Central through their Cougar Connection account.
2. Non-current students may submit an appeal in writing addressed to:  
Scholarship and Financial Appeals Committee  
University of Saint Francis  
2701 Spring Street  
Fort Wayne, IN 46808-3994
3. Appeals must be submitted within 180 days after a student is notified of his or her tuition refund. All decisions of the Financial Appeals Committee are final.