

University of Pennsylvania

PhD Tuition Policy

Revised 11.4.09

Updated 10.14.16

1. Full time PhD students

Effective Fall, 2008, tuition and general fees billed to full time PhD students in all schools was simplified, so that charges would no longer be dependent on the number of course units the student takes. Henceforth,

- a. Students in years 1-5 of study are billed Full Tuition and Full General Fee. (No billing adjustment is made for a student permitted to take a 5th cu or a reduced course load.)
- b. Students in years 6-10 of study are billed Reduced Tuition and Reduced General Fee.
- c. Schools may advance the PhD Term Counter for students entering the PhD program with masters degree or other transfer credit so that Full Tuition is billed for 3-4 years (rather than 5). The PhD Term Counter is on Screen 111 in SRS.
- d. Beginning in 2010-11, the University's maximum time for completion is ten years after matriculation. After a maximum of five years at Reduced Tuition, the student ceases to be enrolled.
- e. Full time PhD students with Term Counter - 1 to 10 are assessed the Clinical Fee.
- f. Tech Fees will be assessed as designated by each division. Tech fees will be billed for students on Reduced Tuition based on school rates. SOM and Wharton will have no tech fee, Engineering and Nursing will bill full tech fee.
- g. A student on Full Tuition who is not in residence may be charged a Reduced General Fee, at the discretion of the student's home school.
- h. PhD students on Dissertation Abroad should be charged tuition and general fee at the Reduced Rate.

2. Research Masters students

Students registered as A.M. or M.S. Registration are billed by the course unit and assessed the General Fee.

3. **Part time students**

Part time students are billed by the course unit. The appropriate administrator of each school must update SRS records on screen 111 for each student indicating that the student should be assessed a Special Tuition rate.

Change the Spec Tuit Rate counter to indicate 'PT'. This indicator will only work when actual enrollments have been posted.

Part time students on dissertation will be billed Reduced Tuition and Reduced General Fee.

Tech fees will be billed for students on Reduced Tuition based on school rates. SOM and Wharton will have no tech fee, Engineering and Nursing will bill full tech fee.

4. **Administrative Requirements**

Coordinators are responsible for the appropriate registration (and for PhD Term Counter adjustments) for their students before the close of the drop/add period. Bills for fall are generated in mid June and must be paid by the second week in September (to avoid Late Payment Penalty and adjustments to waive them). Bills for spring are generated in early December and must be paid by the start of the Spring semester.

5. **Student Health**

Schools should encourage students to enroll in Health Insurance early (if they are required to carry insurance) so that the correct health charges will be on the bill when the school pays it.

6. **Combined Degree**

For MD-PhD students, the PhD Term Counter is left blank in the first and second year of matriculation. The Combined Degree office sets the PhD Term Counter to 5 at the beginning of year 3, when full time PhD study begins (and the ten-year time limit begins year 3). Once the student has defended the dissertation, the Combined Degree office switches the student's primary program back to Medicine and the PhD term counter stops until deposit of the dissertation and graduation.