

## **Winter 2022 | Statement Information**

***Payment for tuition, fees, and related charges is due December 10, 2021\*.***

***\*If tuition and fees are not paid by 12/10/2021 students will be removed from Winter term courses.***

Calculation of tuition and fees:

- Tuition and fees are based on the number of credit hours in which you are enrolled. For specific tuition and fee amounts, see the Tompkins Cortland Community College website.
- Non-resident tuition is reflected on your statement. If you are a NYS resident, submit your Certificate of Residence, required by New York State law for all community colleges. Upon timely receipt of your Certificate of Residence, non-resident tuition charges will be adjusted. If you are a NYS resident and do not submit your Certificate of Residence, you are responsible for the non-resident tuition charges. For more information on the Certificate of Residence see: [www.tompkinscortland.edu/admissions/certificate-residence](http://www.tompkinscortland.edu/admissions/certificate-residence)
- Fees may be calculated on a per credit hour basis or at a flat rate. Some courses may have a specific fee(s) associated with it. Course fees are included in the course description found in the online college catalog. For specific information regarding fees, see the TC3 website.

**Your tuition statement reflects your enrollment at the time the statement was generated.**

- Any changes you make to your schedule may impact your billing statement.
- Adding a course will result in additional tuition and fee charges.
- Dropping a course before classes begin may result in a reduction of tuition and fees.
- Changing sections of any given course may result in changes to course fees.
- If you make changes to your schedule online, you are responsible for checking your myTC3 account for updated information regarding your student account balance.

**Paying your tuition statement:**

To pay your bill online:

- Go to <https://www.tompkinscortland.edu/>
- Click on myTC3
- Access your myTC3 account with your username and password
- Select myINFO
- Select Make a Payment
- Follow on-screen instructions

Payments may also be made by phone, placed in the drop box outside the Enrollment Services Center, or by mail. To pay by phone, call 607-844-6580.

**Not Attending the Winter Term:**

You must notify the College **before** December 22, 2021, the first day of class, if you decide not to attend. If you do not notify the College, you will be liable for all tuition and fees associated with your online winter registration. Email ([regbilling@tompkinscortland.edu](mailto:regbilling@tompkinscortland.edu)) to request to be withdrawn from winter course(s). Continuing matriculated students with a GPA of 2.0 or higher and who have their advisor's authorization, may drop courses on-line through myINFO **before** December 22, 2021.

**Refund Policy – Winter 2022 Session**

Prior to the start of classes	0% Fee (Full refund of charges) – Prior to December 22, 2021
After the start of classes	100% Fee (No refund) – December 22, 2021 or after

**Important notices:**

- Failure to notify the College that you will not be attending the winter term before December 22, 2021 will result in 100% liability of tuition and fees, even if you never attend any class(es).
- Failure to officially withdraw or drop your classes can affect your academic record and future financial aid eligibility.
- Failure to pay your tuition statement by December 10, 2021 will result in being removed from winter online course(s).

**Important term dates:**

Classes begin	December 22, 2021
Last day to add	December 23, 2021
Last day to drop	January 4, 2022
Last day to withdraw (W)	January 10, 2022
Last day to withdraw (WP/WF)	January 18, 2022
Classes end	January 21, 2022

College holiday (offices closed)      December 24, 2021 – January 3, 2022

**Classes meet during this time. See course syllabus for details.**

Martin Luther King, Jr. Day, January 17, 2022 – College Offices Closed  
**Classes meet during this time. See course syllabus for details.**