The college complies with federal and state legislation which includes but is not limited to, Titles VI and VII of the Civil Rights Act of 1964, Executive Order 11246, the Equal Pay Act of 1963, the Age Discrimination in Employment Act of 1967, Title IX of the Education Amendments Act of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Vietnam Era Veterans' Readjustment Assistance Act of 1974, Titles VII and VIII of the Public Health Service Act, the Illinois Human Rights Act, the Americans with Disabilities Act, the University Religious Observances Act, and related state laws.

Inquiries regarding equal opportunity and affirmative action in student services, academic affairs, and employment issues are handled by the same office for all campuses and instructional sites within the community college district. Specific information may be obtained by contacting: Human Resources office or Title IX Coordinator Sherry Favre, Southwestern Illinois College, Belleville Campus, Information Sciences Building, Room 2080, 2500 Carlyle Ave., Belleville, IL 62221, 618-235-2700, ext. 5534, or sherry.favre@swic.edu.

Notice of Non-discrimination

SWIC ensures that equal educational opportunities are offered to students regardless of race, creed, color, sex, religion, national origin/ancestry, disability, sexual orientation, veteran status, or age. Questions in reference to equal educational opportunities may be directed to the Human Resources office, Southwestern Illinois College, Belleville Campus, Information Sciences Building, Room 2080, 2500 Carlyle Ave., Belleville, IL 62221, 618-235-2700, ext. 5534.

Educational Guarantees

SWIC issues educational guarantees applicable to graduates of the Associate in Arts, Associate in Arts in Teaching, Associate in Fine Arts, Associate in Science, Associate in Engineering Science, Associate in Applied Science and career certificate programs, subject to specific conditions and program approval. Transfer program guarantees assure the student that approved courses will transfer to the four-year institution chosen by the student. Occupational guarantees assure the student and employer that a graduate has learned entry-level skills. Further information is available through the Academic Advising/Counseling Department for programs covered by the educational guarantee.

The Successful Student General Education Core Competencies

When you graduate from SWIC, you will have practiced these skills in many of your classes:

Reasoning Skills: The ability to organize, evaluate and apply information in order to express ideas in a useful form.

Communication Skills: The ability to convey information verbally, electronically or in written form, in a manner that is clear and appropriate to the circumstances, and that increases understanding in the audience.

Citizenship: The ability to recognize how our actions/behaviors impact ourselves and the community in which we live.

Tuition and Fees

Tuition

Residents of Community College District 522	$109 per semester credit
*Residents of Community College District 522 age 60 and over	$104 per semester credit
**Residents of Illinois outside of Community College District 522	$344 per semester credit
**Out-of-state residents	$455 per semester credit

Tuition and fees are subject to change at any time.

All students will be charged a $5 fee per semester credit ($4 for technology and $1 for activities). Some college-credit classes require an additional course fee for supplies. These fees are indicated in the "Course Listing" section of the class schedule each semester. To determine your tuition cost per semester, multiply the number of semester credits you are taking by the appropriate tuition rate. You will need to add a $5 fee per semester credit also.

*(a) Persons who are age 60 or older and who are residents of Community College District 522 will be charged tuition at the rate of $5 per semester credit less than the standard tuition rate.

(b) Residents of Community College District 522 who are age 65 or older, and who document their annual income to be less than the state's required dollar amount, are eligible to apply for free tuition. Additional information and applications are available at the Financial Aid office.

**Out-of-district or out-of-state persons who receive training from and are employed at least 35 hours per week by an entity located within District 522 may be eligible for in-district tuition rates. See *Employer In-District* section in this catalog.

Tuition is subject to change at any time by action of the Southwestern Illinois College Board of Trustees. Contact the Business Office for information on the tuition rate. Tuition is based on the cost of instruction and usually changes each school year. The above figures were accurate at the time this catalog was printed.

Southwestern Illinois College Tuition and Fees

$114 ($109 In-District Rate + $5 fee)
x 16 semester credits
= $1,824 (average tuition and fees per semester)

$1,824 average per semester
x 4 semesters
= $7,296 (average tuition and fees for two years)

Fees

Fees are subject to change at any time by action of the Southwestern Illinois College Board of Trustees.

Course fees are charged to cover the cost of supplies or equipment usage in a classroom. Fees may be found in the class schedule online on eSTORM.

Students who are dropped from a class for nonpayment will be responsible for payment of 10 percent of the tuition amount.

Consumer Statement

SWIC provides specific consumer, textbook and gainful employment information to current and prospective students through the college website and printed materials. For consumer information, visit swic.edu/consumer. For student and academic information, refer to swic.edu/catalog; or for a printed copy of the catalog, visit the Academic Advising/Counseling Department at the Belleville Campus, Information Sciences Building, Room 1115; Sam Wolf Granite City Campus, Center for Student Development, Room 440; or the Red Bud Campus, Student Development Office, Room 175. To view the Student Handbook, refer to swic.edu/student-handbook. For a printed copy of the handbook, visit the office of the vice president for Student Development, Belleville Campus, Main Complex, Room 1246A. To find textbook information, go to swic.edu/bookstore or visit the Barnes & Noble bookstores at the Belleville Campus, Liberal Arts Complex, Room 1116; or Sam Wolf Granite City Campus, Room 210, adjacent to The Commons.

Financial Responsibility

By registering for classes at Southwestern Illinois College, the student accepts full financial responsibility for payment of the term tuition and fees, as well as associated costs related to registration and/or other SWIC services, by the applicable deadlines. The student understands that should you default on your account, SWIC may use any and all means necessary to collect this debt in accordance with state and federal laws. This may result in the referral of your SWIC account to an external collection agency, legal action by the college to collect the debt, and other financial consequences that the student is further responsible, which may include but are not limited to attorney's fees, late fees, and litigation costs associated with the collection of the debt.

Tuition Payment and Payment Plans

Payment may be made in person, online, by mail or by phone. Tuition payment plans are available. Contact the Business Office for details.

Chargebacks for In-District Residents

Residents of Community College District 522 desiring to enroll in a curriculum or program not available at SWIC may apply for tuition assistance (chargeback) to attend another community college in Illinois which offers that curriculum. For more information, refer to the *Interdistrict Cooperative Agreement* section of this catalog. Students who request this support must:

- Request support for enrollment in a degree or certificate program not offered by SWIC. Approval of enrollment in individual courses without enrollment in a degree or certificate program will not be considered.
- File a request for chargeback support with the secretary to the Board of Trustees of Southwestern Illinois College, who is located on the Belleville Campus, at least 30 days prior to the beginning of any semester.

Chargebacks/Joint Agreements for Out-of-District Residents

Out-of-district students who have received chargeback tuition authorization from the community college district in which they live will pay SWIC in-district tuition. Students must contact the community college district in which they live for chargeback authorization at least 30 days prior to the beginning of any semester. Out-of-district students attending SWIC without chargeback authorization will pay out-of-district tuition.

Out-of-district students who attend SWIC under the terms of a joint agreement between SWIC and another community college district will pay SWIC in-district tuition. Those students must contact the community college district in which they live for joint agreement authorization at least 30 days prior to the beginning of any semester. For more information, refer to the *Interdistrict Cooperative Agreement* section of this catalog.

Residency

Proof of Residency

New students and those changing address and residency status will be required to provide proof of residency to the Enrollment Services office prior to or at the time of enrollment.

Residency status may be validated by evidence of occupancy of a dwelling in the college district for purposes other than education. Validation of residency can be provided in the form of a real estate tax bill, utility receipt, driver's license or pay stub verifying residency. Any student claiming residency in District 522 may be required at any time to furnish to college officials evidence supporting his or her claim.

Residency for students under age 18 shall be considered to be that of the parent or legal guardian, unless the student is self-supporting. A self-supporting student is one who was not claimed as a dependent on the most recent federal income tax form submitted by his or her parent or guardian.

In-District

A student is considered to be in-district if the student's legal residence is within the boundaries of Community College District 522. In-district residency must be established 30 days prior to the beginning date of the student's earliest class of the semester. New students and those changing from an out-of-district address will be required to provide proof of residency prior to or at the time of enrollment.

Out-of-District

A student living outside District 522, who is a resident of the state of Illinois and does not attend SWIC under the terms of a joint agreement or chargeback agreement, will be designated an out-of-district student and will be charged the appropriate tuition. Students will be required to provide proof of residency prior to or at the time of enrollment.

Out-of-State

Any student who is a resident of another state or country will be considered an out-of-state student and will be charged the appropriate tuition. International students who have been issued an I-20 form to attend SWIC may not establish eligibility for in-district tuition rates.

Employer In-District

Out-of-district and out-of-state students who receive training from, and are employed at least 35 hours per week by, an entity located within District 522 may qualify for in-district rates. Interested students may obtain the required form at the Enrollment Services office or online at swic.edu/students. The in-district employer must complete a new form each semester. This form must be submitted before the midterm date of the affected class(es). Students will be required to provide proof of residency at the time of enrollment for this benefit to take affect.

Refunds

For complete information regarding the refund policy, go to swic.edu/business-office. The refund policy is subject to change without notice.

Refunds for classes officially dropped within the refund period will be issued to the student.

Refunds for Selsius™ seminars will be given if the registration is canceled at least two business days before the start of the seminar.

Return of Funds Policy for Financial Aid Recipients

The tuition and fees return of funds policy for financial aid recipients differs from the SWIC refund policy as listed above.

1. **Return of Funds Policy**
   Students at SWIC who are receiving Title IV financial aid (Federal Pell Grant, FSEOG, Direct Loans), and who withdraw completely on or before the 60 percent point in time of the enrollment period for which they were charged, will be subject to the return of funds policy. For further information, specifics regarding return of funds policy and/or examples of refunds, contact the Financial Aid and Student Employment office for more information.
2. **Return of Funds Distribution Policy**
   The distribution of any return of funds is prescribed by law and regulation* and is as follows:
   1. Unsubsidized Federal Direct Loan
   2. Subsidized Federal Direct Loan
   3. Federal Plus Loan
   4. Federal Pell Grant
   5. FSEOG
   6. Other Title IV aid programs
   7. Other federal sources of aid
   8. Other state, private, or institutional aid
   9. The student

*Federal programs that the institution does not participate in are not included in this distribution list.

Financial Aid and Scholarships

Financial Aid Student Handbook
swic.edu/finaid/handbook

Financial Aid

To be considered for financial aid, a student must be in an eligible program. While most associate degree programs are financial aid eligible, there are a few exceptions.

The following associate degree programs are not eligible for financial aid:

Massage Therapy (027B)
Construction Cement Mason (039A)
Construction Sheetmetal (039B)
Construction Bricklayer (039C)
Construction Ironworker (039D)
Construction Electrical Specialist (039E)
Construction Painting & Decorating (039F)
Construction Carpentry (039G)

In addition, not all certificates are financial aid eligible. Please check certificate eligibility at swic.edu/finaid.

Complete the FAFSA – for grants, loans and student employment – apply early to be considered for the best financial aid opportunities.

Apply online at fafsa.ed.gov. Have your Federal Student Aid ID, Social Security card, driver's license, citizenship documentation, tax records for the previous year and financial records available when you complete the FAFSA. You also will need your parents' information if you are a dependent student.

For help completing the FAFSA, make an appointment at a SWIC PALS office. Visit swic.edu/pals for hours and phone numbers.

Tuition Scholarships

Tuition scholarships are available to:

- Entering freshmen graduating in the top 10 percent of their District 522 high school class
- Outstanding college sophomore students
- Home-schooled students who meet established criteria
- GED® (High School Equivalency) graduates who meet established criteria
- Students who excel in athletics and activities such as the performing arts, journalism and student activities

For information on academic tuition scholarships, students should contact their high school counselor, GED® (High School Equivalency) coordinator or the SWIC scholarship specialist.

For athletic and activity tuition scholarships, contact the appropriate dean in the area of interest, including directors of College Activities and Athletics, or the Financial Aid and Student Employment office.