

Rules and Regulations (cont.)

I. General Regulations

The College reserves the right to dismiss any student who is unable, with or without reasonable accommodation, to perform the work that is expected of him or her or who poses a direct threat to the health and safety of self and other members of the College community.

No attempt has been made to list all the variations and interpretations of the College regulations. It is assumed that the accepted principles of social decency and common morality that belong to all good societies will be regarded as binding upon every student.

II. Regulations and Procedures of Student Accounts

A. Term Bills

The College requires term bill payment as follows each semester:

1. Charges must be paid in full no later than August 26 (first semester) and January 25 (second semester). Payments of this nature avoid the added cost of accrued interest (service charge).
2. Arrangements may be made to pay monthly installments by enrolling in a monthly payment plan, either directly with Oberlin College or through an external agency. Payments must be current. Information on the Oberlin College budget payment plan is sent with the initial semester bill for each student.
3. No student may enroll who has not complied with 1. or 2. above.

Students who enroll for the first time at the beginning of second semester or who are returning from leave may, if desired, arrange a monthly payment plan by completing the Budget Payment Plan Contract included with the initial billing in January.

B. Interest Charges

An interest charge of 1 percent will be added to all student accounts with unpaid balances as of the 25th of each month. All payments and credits received by the 25th of each month reduce the term bill balance on which the interest charge is computed.

C. Tuition Regulations

Below is an outline of tuition regulations that should help determine the applicability of additional tuition charges. Please note that failure to drop a course officially by the published deadline could result in extra tuition for a course not completed.

1. Tuition is based on the courses in which a student is officially registered, regardless of attendance.
2. The receipt of an “NP” or an “NE” grade, either through completing and failing a course or through neglecting to drop officially a course not completed, does not cancel additional tuition charges for the course.
3. The choice to withdraw from a course does not cancel additional tuition charges for the course.
4. Students who are enrolled full time in the College of Arts and Sciences each semester of an academic year may take no more than a total of 16 hours per semester without additional tuition charges. Conservatory and Double-Degree students registered for more than 17 hours in either semester will be charged additional tuition. \$1040 per hour is charged for each hour above the regular full-time rate.
5. Students on academic leaves, even though participating in approved programs such as GLCA, CIEE or ACM and in certain cases paying tuition to Oberlin, are not considered to be enrolled at Oberlin or on Oberlin programs.
6. In the College of Arts and Sciences, students who register for private music lessons in two private study areas will be charged extra tuition at the credit hour rate of \$1650 if the areas are with the faculty in charge. All students on an Academic Leave of Absence (ALOA) are charged a \$1275 fee.
7. In the Conservatory of Music, students who register for private lessons in two principal private study areas will be charged extra tuition at the credit hour rate of \$1650 for any credits in excess of six principal private study credits.

D. Tuition Refunds

All students who withdraw or go on a medical/personal leave of absence during a semester will be charged tuition, room, and board at the rate of 10 percent of the semester charge for each week, or fraction thereof, in residence. However, there will be no refunds after the ninth week of the semester. Activity fees are not refunded.

E. Matriculation Deposit

An enrollment deposit of \$300.00 is required from all regular new undergraduate students to confirm matriculation for courses. The deposit will be refunded approximately 90 days after the last day of residency to graduating seniors and withdrawing students. Any charges, fees, or fines that have not been paid by the student at the time of withdrawal will be deducted from the deposit.

Rules and Regulations (cont.)

F. Student Insurance

Oberlin College offers a Student Insurance Program for students who are uninsured or underinsured. All undergraduate students are automatically included in this plan and will have an annual charge included on the first semester term bill, unless the online waiver is completed or a signed waiver is returned to Student Accounts declining this coverage by the prescribed due date.

This plan provides protection against the expenses of sickness and accident, both at Oberlin and when away from campus, which may require urgent or emergency care treatment, hospital confinement, the services of a surgeon, specialty care, or extended treatment resulting from serious illness or injury. The annual charge for this coverage is \$805.00 for the year commencing August 1 through July 31.

If treatment is received somewhere other than the Student Health Services offices, the student must file a claim with the insurance company. Claim forms for the Oberlin College Student Insurance Program are available at Student Health Services and online www.AHPCare.com/oberlin. The student is responsible for initiating all insurance claims forms for payment of bills.

For specific information regarding this plan as well as other student insurance related questions call x58180 from a campus phone, or (440) 775-8180 from an off-campus phone.

III. Regulations and Procedures of the Conservatory of Music

ANY VIOLATION OF CONSERVATORY FACILITIES RULES AND REGULATIONS MAY RESULT IN A FINE OF \$50 PER OCCURRENCE, BILLED TO THE STUDENT ACCOUNT. REPEAT OFFENSES WILL RESULT IN ADDITIONAL FINES, LOSS OF PRIVILEGES, AND/OR JUDICIAL PROCEEDINGS.

A. Use of Facilities

1. The facilities of the Conservatory are for academic training and Conservatory-related functions; use of the facilities for any other purpose requires the permission of the Associate Dean.
2. Students may enter locked buildings only when accompanied by a teacher or administrative officer. Teachers and administrative officers are not authorized under any circumstances to lend students their keys to rooms or buildings in the Conservatory complex. The unauthorized possession of a key to a College building is forbidden.
3. Students are required to show their Oberlin College ID when asked to do so by an Oberlin College official.

B. Robertson Practice Facilities

1. Most practice rooms are not assigned. When an unassigned room is unoccupied, any student may elect to use the room for practice.
2. A student may leave a practice room for a brief period, up to 10 minutes, without giving up the room.
3. Students must take their possessions with them when leaving a practice room or other room.
4. The lids of pianos in Robertson may not be raised while practicing. This is to control the sound level in the practice building.
5. Cutting of reeds is permitted only in Robertson reed workshops.
6. Certain practice rooms are assigned, as follows:
 - a. Conservatory students majoring in double bass, harp, or percussion instruments are assigned practice rooms at the discretion of the Associate Dean. Non-majors will only be granted instrument storage on a space-available basis and must be registered for private study or actively involved in a Conservatory ensemble. Non-major storage is generally not available for large instruments.
 - b. Students studying organ, harpsichord, or forte piano are assigned keys to the appropriate practice rooms;
 - c. Students studying tuba will store their instruments in the assigned room in Robertson.
7. Practice rooms that have been assigned to an individual or a group may be used only for practicing and instrument storage. The room windows may not be covered. The room may not be loaned to another student. Use of practice rooms for summer storage of personal items is strictly prohibited.
8. Beverages and food are prohibited in practice rooms. Violators will be fined \$50 per occurrence, billed to their student account. Repeat offenders may lose their practice room privileges and face judicial proceedings.

C. Room and Concert Hall Scheduling

1. Scheduling of classrooms, rehearsal rooms, and concert halls for periods of a semester or more, as well as advance scheduling for future uses of these rooms, is handled through the Concert Production Office, Bibbins 234. One-time or short-term scheduling of a room or concert hall may also be made in Bibbins 234.
2. Rooms may be reserved for short-term use as follows:
 - a. Faculty members may reserve classrooms, rehearsal rooms or concert halls for course-related use;