VALLEY COLLEGE
Student Catalog Addendum
Tuition and Fees Information
Martinsburg and Beckley (WV)
Cleveland (Ohio)
<mark>Effective Date of Catalog:</mark> November 1, 2019
Date of Catalog Addendum: November 7, 2019

Part 1a: Tuition Information for current Diploma and Degree programs

Program Name	CIP Code	Location	Credential	Program Length in Months	Semester Credits	Number of Academic Years	Registration Fee	Tuition per Academic Year	Lab Fees per Academic Year	Graduation Fee	Total Costs for Tuition and Fees
Medical Clinical Assistant	51.0801	Martinsburg Beckley Cleveland	Diploma	10	38	1	$50	$14,925	$500	$100	$15,575
Veterinary Assistant	51.0808	Cleveland	Diploma	10	29	1	$50	$14,925	$500	$100	$15,575
Veterinary Technician	51.0808	Cleveland	Associate AAS	20	76	2	$50	$14,925	$500	$100	$31,000
Medical Administrative Assistant	51.0712	Online	Diploma	9	30	1	$50	$14,925	$500	$100	$15,075
Medical Front Office, Billing and Coding	51.0712 51.0714	Online	Diploma	9	30	1	$50	$14,925	$500	$100	$15,075
Cybersecurity	11.1006	Online	Associate OAS	16	60	2	$50	$14,925	None	$100	$30,000
Cybersecurity	11.1003	Online	Bachelor BS	31	129	4	$50	$14,925	None	$100	$59,850
Business Administration	52.0201	Online	Associate AAB	16	60	2	$50	$14,925	None	$100	$30,000
Business Administration	52.0201	Online	Bachelor BS	31	125	4	$50	$14,925	None	$100	$59,850
Health Services Administration	51.0705	Online	Associate AAB	17	63	2	$50	$14,925	None	$100	$30,000
Health Services Administration	51.0705	Online	Bachelor BS	32	123	4	$50	$14,925	None	$100	$59,850

Tuition Effective Date: September 10, 2018 Credits changes for Degree programs were updated in October, 2019.   Veterinary Assistant and Veterinary Technician programs were updated/added in November 2019. (The HVAC program listed in the catalog is not an active program.)   Online programs offered via NC-SARA (National Council for State Authorization Reciprocity Agreements) through Valley College Martinsburg, West Virginia, for its Cleveland, Ohio branch campus.

Valley College accepts Cash, Check, Money Order, Discover, Visa, and/or MasterCard to cover fees, uniforms, medical supplies, tuition, and/or textbooks.

The Graduation Fee is paid by all graduates of diploma and degree programs for graduation processing, which includes exit interviews, file close out, transcript processing, diploma processing, and graduation ceremony; failure to attend ceremony is not grounds for waiver of fee.

Explanation of Fees and Costs not shown on the table above:

Textbook prices are subject to change. Valley College estimates that textbooks costs are approximately $1,070 to $2700 per academic year depending on the program. Supplies such as printer cartridges, pens, pencils, notebooks, and paper are not included in tuition and fees. Textbook information is posted on the Valley College Website at http://www.valley.edu/consumer-information/ (Look for Valley College Book List by Course). Students have the option of ordering textbooks on their own.

Medical Clinical Assistant program only: MCA Kit - Valley College uniforms, stethoscope and blood pressure cuff that must be purchased through the college (approximately $175). Students are also personally responsible for the cost (approximately $150) for their criminal background check, drug screening, and any necessary inoculations prior to the Externship course.

Veterinary Assistant and Veterinary Technician programs: Valley College uniforms that must be purchased through the college (approximately $100).

Note: All programs - additional uniforms may be purchased at the campus – please see the campus Bursar for more information.

Course Retake Fee:

If a student enrolled in a diploma or degree program must retake a course because he or she received a grade of "WF" or "F," he or she will be charged a flat rate of $300.00 for a course retake fee when he or she repeats that course. If he or she drops from his or her program before retaking the course, his or her account will be refunded as per the Valley College Refund Policy.

A student who receives a grade "I" (incomplete) for a course will not be charged extra tuition as long as the course is completed by the end of the incomplete period. If the student fails the course, the student will be charged a course retake fee when he or she repeats that course.

Transcripts:

Effective in May 2018: Valley College Transcript Request forms are available at https://www.valley.edu/catalog/

Transcript Request Fee is as follows: The transcript process fee is $10.00. A student must be in good financial standing at the time of the request before a transcript will be released.

Part 1b: Tuition Information for the Certificate programs

Offered at Valley College- Martinsburg and Valley College – Beckley. Please contact campus for more information on the next start date for this program.

Tuition and Fees for Certificate Program							
Program	Semester Credits	Registration Fee	Tuition	Lab Fees	Nursing Assistant Kit	Book Cost	Total Costs
Nursing Assistant (CNA)	0	$50	$2,345	$310	$207	$83	$2,995

Nursing Assistant Tuition and Fees (Book Costs and Lab Fees) were revised on May 23, 2019. The Total Cost did not change.

A minimum down payment of 250 dollars ($250.00) is due before the start date, unless other arrangements have been approved by the Director of Financial Aid.

NA (CNA) Students only: The Lab fees also include a NA Kit (Valley College uniforms, stethoscope and blood pressure cuff, and name badge) and textbook. Supplies such as pens, pencils, notebooks, and paper are not included in the tuition and fees. The students are personally responsible for the cost of a criminal background check, drug screening, and any necessary inoculations prior to acceptance in the program.

Valley College recommends that all students carry personal medical/health insurance during their externship/clinical experience. If a student is required by the clinical site to have personal medical/health insurance, the student is personally responsible for obtaining the insurance coverage and any associated costs.

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