



TEXAS TECH UNIVERSITY  
HEALTH SCIENCES CENTER.™

# Global Fee Document Supplement

Summary of Other Educational Costs and  
Optional Exemptions and Waivers  
2024-2025 Academic Year

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## Executive Summary

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All discretionary charges of Texas Tech University Health Sciences Center are charged and collected under specific authorization of the laws of the State of Texas, including, but not limited to, the authorization in *Texas Education Code* section 54.504 and section 55.16, and other applicable sections. The Board of Regents has delegated to the President of Texas Tech University Health Sciences Center the authority to approve all discretionary, incidental fees.

The Board of Regents has authorized the President of Texas Tech University Health Sciences Center to increase or decrease Malpractice Insurance Fees for students in each of the schools and the School of Medicine Long Term Disability Insurance Fee as necessary to respond to changes in the cost of providing the insurance coverage. The schools seek only to recoup the cost of providing the coverage.

The Board of Regents, Regent's Rules section 07.10.03, has delegated to the President of Texas Tech University Health Sciences Center the authority to establish exemption criteria and exemption approval procedures for the fees, rentals, rates, and charges in accordance with state laws, including, but not limited to, *Texas Education Code*, Section 54.213(a), 54.218, 54.261, 54.0513, 54.5035, and other applicable sections.

Rates established within this Global Fee Document Supplement are effective for the academic year beginning with the fall 2024 semester and through summer 2025. These fees are published on the Student Business Services website per Texas Education Code section 54.504. Tuition, fees, and charges are subject to change by administrative, legislative, or regent action, and changes become effective on the date enacted. This document will be updated to reflect those changes as they become effective.

Students must review their student financial account regularly to ensure there are no outstanding balances due. All charges must be paid according to Student Business Services payment due date policies to avoid late fees and holds.

## Discretionary – Incidental Fees

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Discretionary – Incidental Fees are required for all university students who meet certain enrollment or registration criteria or to cover the incidental cost of services. While some fees are specifically authorized for Texas Tech University Health Sciences Center by independent statute within the Texas Education Code (TEC), all fees are statutorily authorized within the TEC. Discretionary fees are specifically authorized under TEC sections 54.504 and 55.16.

### **Anatomical Sciences Fee**

This fee is charged to students who are using the educational resources of the Institute of Anatomical Sciences. These resources include use of the facility, faculty and staff salaries, cadaver use fees, supplies and equipment.

- \$1,200 maximum annually per applicable program

### **Course Auditing Fee**

This fee is charged to students auditing courses for non-credit. Written permission from the Dean of the school in which the course is taught and from the course instructor is required.

- Students enrolled for fewer than 12 semester credit hours in a semester (6 hours in summer) must pay a \$10 per semester credit hour fee.
- No charge is assessed for enrollment of 12 or more semester credit hours.

### **Credit Card Processing Fee**

This fee is charged to students who elect to make payment of tuition and fees with a credit card.

- Students will be assessed a per transaction fee at the rate enacted by the credit card processing vendor, currently at a rate of 2.85%, with a minimum of \$3.00 per payment.

### **Diploma Reorder/Reissue Fee**

This fee is assessed to former students requesting additional copies of their TTUHSC diploma.

- Students will be charged a \$35 fee per request.

### **ETD Processing Fee**

This one-time fee is charged to all thesis option master's and doctoral students upon filing their intention to graduate.

- Graduate students will be charged a \$50.00 fee during the term of defense and/or graduation.

### **Frontiers in Telemedicine Fee**

This fee is charged to students enrolled in training programs that utilize the FiT facility.

- \$668 per enrollment for FiT certification programs

### **Identification Card Replacement Fee**

This fee provides funds to cover the replacement and administrative cost of lost identification cards.

- Students will be assessed a \$20 fee per occurrence.

### **Installment Payment Option Fee**

This fee provides funds to cover the administrative costs of offering installment payment options to students. This fee is assessed at the time a student elects to pay less than 100% of the tuition and fees for the term but at least the minimum required 50%. This fee is non-refundable except under authorization of Student Business Services administration.

- Students will be charged \$25 upon electing to pay by installment payment plan option, per term.

### **Late Payment Fee**

This fee is assessed at the time a student account or student loan becomes delinquent.

- Students will be assessed a \$25 late payment fee and/or accrued late penalty interest on loans if payment is not received by the scheduled payment date.
- Students will be assessed a \$50 late payment fee on tuition and fee accounts that are not paid by the established due date.

### **Late Registration Fee**

A \$50 late registration fee will be assessed to all students who register on or after the 1<sup>st</sup> class day as authorized by the schools.

### **Orientation Fee**

This fee provides funds to cover the costs associated with the various activities, facilities, materials and services provided to students during orientation. The fee is assessed by each school at the time the student is accepted into one of the school's academic programs and for other required orientation sessions set by the school.

- All schools – Maximum of \$75

### **Post Census Day Matriculation Fee (Reinstatement Fee)**

This fee is intended to defray the cost of lost funding from students who register or are reinstated upon cancellation, after the 20<sup>th</sup> class day in fall and spring terms and the 15<sup>th</sup> class day in summer terms.

- Students will be charged a \$200 fee at the time the student is registered or reinstated.

### **Returned Payment Fee**

The fee is assessed when a student's payment to the university is returned unpaid for any reason.

- Students will be charged a \$30 fee per occurrence.

### **Student Health Insurance**

This fee ensures that all students have qualified health insurance during their time as a student. If a student has alternative insurance that is Affordable Care Act (ACA) compliant they will be able to submit proof of health insurance to receive a waiver of this fee before the start of each semester. Students will be charged the premium cost of the insurance in the fall and the spring and will be required to pay it in full. If a student's program starts in the summer then the student will be charged for summer coverage. The only exception is for those enrolled in a 100% distance program that does not include a face to face or onsite academic, research, or clinical component. Additional information can be accessed at: <https://www.ttuhsc.edu/student-life/health-insurance.aspx>

#### **Fall Coverage Dates & Fee FY 2025**

August 1 – December 31 (New Students starting in August) - \$1,361.00  
September 1 – December 31 (New Students starting in September and Returning Students) - \$1085.00

#### **Spring/Summer Coverage Dates & Fee**

January 1 – August 31 - \$2161.00

#### **Summer Coverage Dates & Fee**

May 1 – August 31 (New Students starting in summer) - \$1094.00

Current rates see: <https://myahpcare.com/wp-content/uploads/TTU-HSC-PC-24-25.pdf>

### **Student Parking Fees and Fines**

Student parking fees and fines are administered and collected by the Parking Services Office. As authorized by Texas Education Code, Section 54.505, a fee is required for all vehicles registered to park on campus. All fees and fines must be paid according to traffic and parking rules and regulations to avoid penalties and registration and transcript holds. <https://www.fiscal.ttuhsc.edu/parkingserv/>

### **Transcript Processing Fee**

This fee is assessed upon request for a printed transcript. This is currently paid directly to a third-party provider.

- All schools – \$5 for each transcript requested

## Special Instruction Fees

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Special instruction fees are costs associated with a particular section of a course. The fee is determined by the academic department and shall be approved under a policy established by the administration. Special Instruction Fees are Discretionary – Incidental Fees which are specifically authorized under Texas Education Code section 54.504 and 55.16.

### School of Health Professions

#### **Calibration Fee/ Resource & Calibration Fee**

The purpose of the calibration fee is to cover the costs of calibrating machines and to aid in the purchase of replacement equipment used in the department of Speech, Language and Hearing Sciences.

- Speech, Language and Hearing Sciences - \$25 per applicable course

#### **Clinical Simulation Fee**

The purpose of the clinical simulation center fee is to fund the salaries and fringes of staff who support the clinical simulation center activities to include support in the training, preparation, set-ups and cleaning of the clinical scenarios practiced. In addition, the fees are used to purchase consumable supplies, maintenance and warranty expenses used in the clinical simulation center.

- Physician Assistant Program - \$350 to \$2,000 per applicable course
- CLS Online - \$160 per applicable course
- CLS Traditional Undergraduate - \$1,000 to \$1,250 per applicable course
- All other Programs - \$750 per applicable course

#### **Data Management Fee**

The purpose of the data management fee is to cover the cost of E\*Value. E\*Value provides data management for multiple disciplines in the areas of clinical, teaching and accreditation solutions. This fee is assessed annually in the fall semester and is associated with a particular course of enrollment for programs utilizing the E\*Value services.

- Bachelor, Master, and Doctoral – maximum of \$200 per applicable course

#### **Emergency Medicine Training Fee**

The purpose of the emergency medicine training fee is to cover the cost of Basic life support CPR, advanced Cardiac life support and Pediatric advanced life support courses for students enrolled in the Physician Assistant Program. This course is provided in the summer term.

- Physician Assistant Program – maximum of \$565

#### **End of Rotation Exam Fee**

The purpose of the end of rotation exam fee is to cover costs of standardized tests for each of the required clinical areas for Physician Assistant education.

- Physician Assistant Program - \$50 per applicable course

### **Graduate Research Fee**

The purpose of the graduate research fee is to support costs of graduate research such as the purchase of specific kits, poster presentation materials, copy charges, manual materials, and faculty travel to sites.

- Molecular Pathology Program - \$250 per applicable course

### **Practicum Fee**

The purpose of the practicum fee is to cover costs for onsite practicum experiences including software, copies of clinical assessment measures, consumables such as gloves and sanitizing solution, and faculty salaries related to direct supervision. The successful completion of this onsite practicum is required prior to students being eligible to perform off-site clinical rotations.

- Speech, Language and Hearing Sciences – maximum of \$300 per applicable course

### **Preceptor Fee**

The purpose of the preceptor fee is to cover the cost of travel for faculty to visit the preceptor sites as required by accrediting agencies and for proctoring services. Additionally, the Mayo Clinic charges a fee to students who choose to rotate through their clinic. The fee is assessed to the student at the rate required by the Mayo Clinic.

- Clinical Laboratory Sciences - \$100 per applicable course
- Molecular Pathology - \$350 per applicable course
- Mayo Clinic - \$1,000 per applicable course
- Medical Lab Science - \$160.00 per applicable course

### **Telemedicine Training Fee**

The purpose of the telemedicine training fee is to cover the cost of the TeleMental Health Training, and certificate, provided by the Telehealth Certification Institute. This training will allow students to be eligible for Board certification and is industry specific.

- Maximum of \$500 per applicable course

## **Graduate School of Biomedical Sciences**

### **Medical Education Fee**

The purpose of the Graduate Medical Education Fee is to cover the costs necessary for students enrolled in the Graduate Medical Sciences program. Costs include, but are not limited to, name tags, scrubs, supplies, computers and meals during presentations and interviews for prospective candidates.

- Maximum of \$35 per semester credit hour, per applicable course



## **School of Nursing**

### **Clinical Placement Fee**

The purpose of this fee is to pay for preceptors in the Midwifery Program to ensure that students meet the required clinical experiences.

- Clinical Placement Fee - \$1,000 per applicable course

### **Standardized Patient Fee**

The purpose of the standardized patient fee is to fund the cost of standardized patients used at the simulation center. Faculty and staff salaries who create simulation scenarios and track/monitor standardized patient's reports for faculty to evaluate scenarios. M&O materials used with standardized patient activities charged to this fee, to include staff support for preparation, set-ups, and cleaning of the clinical scenarios practiced. In addition, the fee is used to purchase consumable supplies, maintenance and warranty expenses used in the clinical simulation center in conjunction with standardized patients.

- \$246 per applicable course

## **School of Pharmacy**

### **Immunization Statement Fee**

The purpose of the immunization statement fee is to provide personnel resources to maintain records of immunization administration and a statement of completion for the ACPE (Accreditation Council for Pharmacy Education).

- 1<sup>st</sup> year students - \$40 fall semester

### **Preceptor Fee**

The purpose of this fee is to cover costs for contracted preceptors in order to ensure that students meet the clinical experiences required by the School's accrediting agency.

- \$150 per applicable course

## **School of Population and Public Health**

### **Distance Education/Online Fee**

The purpose of the Distance Education/Online Fee is to cover the costs to provide online instruction such as educational software, equipment and support of technical staff.

- \$75 per semester credit hour, per applicable course

## Special Instruction Fees – Non-funded courses

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### Distance Learning Out-of-state

Distance Learning Out-of-State fees support costs associated with programs for which TTUHSC does not receive state funding. This fee is assessed to all students enrolled in a distance education program and who reside outside of Texas. These fees are authorized under Texas Education Code, Section 54.545.

Students enrolled in these sections are assessed the Distance Learning Out-of-State Fee, Designated Tuition, Learning Resources Fee, Information Technology Fee, and Record Processing Fee. Students will also be required to pay 20% of the Student Services Fee.

Students enrolled in the School of Health Professions will also be assessed the Malpractice Insurance Fee.

<b>School of Health Professions</b>		
Program	Non-Funded Section Rate	Military Non-Funded Section Rate
B.S. Healthcare Management (HPHM)	189.50	189.50
M.S. Healthcare Administration (HPHA)	445.00	320.00
Deaf Education Certification	325.00	325.00
M.S. Clinical Rehabilitation Counseling (HPCR)	445.00	320.00
Master of Science in Clinical Mental Health (MSCMH)	445.00	320.00
Master of Science in Addiction Counseling (MSAC)	445.00	320.00
Doctor of Science Clinical Rehabilitation Counsel (HPDS)	590.00	320.00
Sc.D. Physical Therapy (ScDpt)	590.00	320.00
Professional Doctorate Occupation Therapy HPOT-ODPT	590.00	320.00
Medical Lab Science (HPML)	355.00	260.00
<b>School of Population and Public Health</b>		
Master of Public Health	625.00	165.00
<b>School of Nursing</b>		
Undergraduate	365.00	365.00
Accelerated	390.00	390.00
Masters	455.00	455.00
Doctoral	605.00	605.00
<ul style="list-style-type: none"> <li>• All Fees assessed per semester credit hour</li> </ul>		

## Malpractice and Long-Term Disability Insurance

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Malpractice and long-term disability insurance fees fund the actual cost of the insurance coverage. The fee may increase or decrease as necessary to respond to changes of providing the insurance coverage.

### Malpractice Insurance Fee

- |  |                                    |
|--|------------------------------------|
| • School of Health Professions                               | \$14.50 fall semester              |
| • School of Health Professions – Physician Assistant program | \$61.00 fall semester              |
| • Graduate School of Biomedical Sciences                     | \$6.50 fall and spring             |
| • School of Population and Public Health                     | \$6.50 fall and spring             |
| • School of Medicine   | \$25.00 annual fee; billed in fall |
| • School of Nursing  | \$17.00 fall semester              |
| • School of Nursing – Nurse Practitioner program             | \$61.00 fall semester              |
| • School of Pharmacy   | \$17.00 fall semester              |

### Long-Term Disability Insurance Fee

- School of Medicine - \$46.80 annual fee; billed in fall

## Optional Waivers and Exemptions

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### **Competitive Scholarship Waiver**

The Competitive Scholarship Waiver is an optional waiver authorized through Texas Education Code section 54.213 which allows a waiver of nonresident tuition charges to individuals who receive scholarships totaling at least \$1,000 awarded by TTUHSC in competition open both to residents and to nonresidents. Nonresident students enrolled at TTUHSC who are eligible to receive the Competitive Scholarship Waiver will be charged resident tuition and fees without regard to the length of time the student has resided in Texas. The Office of Financial Aid will notify Student Business Services of the students eligible to receive the Competitive Scholarship Waiver.

### **Senior Citizen, 55 and 65 or Older**

The Senior Citizen Exemption is an optional exemption authorized through Texas Education Code sections 54.263 and 54.365(c). Students enrolled at TTUHSC who are eligible to receive the Senior Citizen Exemption will be exempted from paying tuition for up to six semester credit hours per term. Students eligible to receive the Senior Citizen Exemption should contact Student Business Services.

### **Registered Nurses Enrolled in Postgraduate Nursing Degree Programs**

The Registered Nurses Enrolled in Postgraduate Nursing Degree Programs Waiver is an optional waiver authorized through Texas Education Code section 54.251 which allows a waiver of nonresident tuition charges to students who are registered nurses, are authorized to practice professional nursing in Texas, enroll in a program designed to lead to a master's degree or other higher degree in nursing, and intend to teach in a program in Texas designed to prepare students for licensure as registered nurses.

### **Disabled Peace Officer**

The Disabled Peace Officer Exemption is an optional waiver authorized through Texas Education Code section 54.352. Students enrolled at TTUHSC who are eligible to receive this exemption will be exempted from the payment of tuition and required fees for not more than 12 semesters or sessions. Students eligible to receive the Disabled Peace Officer exemption should contact Student Business Services.

### **Governing Board Waivers**

The governing board of an institution of higher education may waive a mandatory or discretionary fee for a student if the board determines that the student is not reasonably able to participate in or use the activity, service, or facility for which the fee is charged. Such authority is granted to TTUHSC through Texas Education Code section 54.218 and section 54.5035. The Board of Regents has granted this authority to the President of TTUHSC.

- **Graduate Program Fees**

Students employed no later than the first census date at least one-half time as a benefits eligible employee with the job title of Teaching Assistant, Research Assistant, or Graduate Part-Time Instructor are exempt from payment of the following tuition and fees. The employing department may be responsible for covering the cost associated with the application of this exemption.

- Designated Tuition
- Student Union Fee
- Recreation Center Fee
- Student Services Fee
- Information Technology Fee
- Academic Fee
- Student Athletic Fee
- Educational Technology Fee
- Learning Resources Fee

- **Medical Services Fee**

Students employed no later than the first census date in a benefits eligible position as defined in the Texas Civil Statutes and the Teacher Retirement System of Texas are exempt from the payment of the Medical Services Fee.

- **Employee Tuition Assistance**

Students employed at least six months in a full-time benefits eligible position with Texas Tech, enrolled at TTUHSC in a degree seeking program meeting defined program GPA requirements, are exempted from the payment of resident tuition, excluding Graduate Tuition, and certain fees for one course per semester, not to exceed 10 semester credit hours per academic year. Fees not covered include, but are not limited to, Malpractice Insurance Fees, Graduation Fees, and Binding/Thesis Fees. Student Business Services will identify eligible students and apply the exemption to the student account.

- **Off Campus**

Exempts the student from the payment of certain fees for activities, services, or facilities not available to them at their course location. Students enrolled in only web-based instruction may also be eligible for an off-campus waiver. Notification of waiver eligibility is provided from the various academic departments to the Student Business Services Office for each semester/term. Waivers must be manually entered onto a students' account after registration is completed. Students may elect to pay any or all of the waived fees by contacting the HSC Student Business Services Office.

## Off Campus Detail

	Student Services Fee	Medical Services Fee	Student Union Fee	Recreation Center Fee	Student Athletic Fee	ID Card Fee
<b>Full</b>	<b>80%</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
<b>Abilene</b>			<b>X</b>	<b>X</b>	<b>X</b>	
<b>Amarillo</b>			<b>X</b>	<b>X</b>	<b>X</b>	
<b>Dallas</b>			<b>X</b>	<b>X</b>	<b>X</b>	
<b>El Paso</b>			<b>X</b>	<b>X</b>	<b>X</b>	
<b>Midland</b>			<b>X</b>	<b>X</b>	<b>X</b>	
<b>Odessa</b>			<b>X</b>	<b>X</b>	<b>X</b>	
<b>Full-Grad NR</b>	<b>80%</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	

- **Malpractice Insurance Fee**

This fee is not assessed to students who are not required to have patient experiences within their program curriculum and/or the School has determined that the student will not be part of the insurance coverage.

Programs currently exempted:

- HP-BSHM-HPHM
- HP-NDGD-HPPT
- HP-NDUG-HPHM
- HP-CRHI-HPHA
- HP-CRHS-HPHA
- HP-OTDP-HPOT
- HP-NDGD-HPAT
- HP-NDGD-HPSH
- HP-NDUG-HPSH
- HP-NDUG-HPCS
- HP-NDGD-HPMP
- HP-NDGD-HPOT
- HP-NDGD-HPRC
- HP-NDGD-HCGR
- HP-NDGD-HSGR
- HP-NDUG-HCUN
- HP-NDUG-HSUN
- HP-NDGD-HPRS
- HP-NDGD-HPCR
- HP-NDGD-HPAC
- HP-NDGD-HPMC
- HP-NDGD-HPDS
- HP-MSHA-HPHA

- HP-NDGD-HPHA
- HP-CRHE-HPHA
- HP-CRLA-HPHA
- HP-CRHF-HPHA
- HP-NDGD-HCGR

- **Screening and Immunization Fee**

This fee is not assessed to students who are not required to have patient experiences within their program curriculum and/or the School has determined that the student will not be required to take immunizations through TTUHSC or have records maintained by the institution.

Programs currently exempted:

- HP-MSHA-HPHA
- HP-NDGD-HPHA
- HP-DSPT-HPPT
- HP-BSHM-HPHM
- HP-NDGD-HSGR
- HP-NDGD-HPRC
- HP-NDGD-HPPT
- HP-MSMH-HPMC
- HP-MSAC-HPAC
- HP-MSCR-HPCR
- NR-BSN-RBNB
- NR-NDGD-HSGR
- NR-NDGD-NURS
- NR-NDUG-NURS
- HP-CRHI-HPHA
- HP-CRHS-HPHA
- HP-CRHE-HPHA
- HP-CRLA-HPHA
- HP-CRHF-HPHA
- HP-HDGD-HCGR
- HP-NDUG-HPHM
- HP-OTDP-HPOT
- HP-NDGD-HPAT
- HP-NDGD-HPSH
- HP-DSRS-HPDS
- HP-NDUG-HPSH
- HP-NDUG-HPCS
- HP-NDGD-HPMP
- HP-NDGD-HPOT
- HP-NDUG-HCUN
- HP-NDUG-HSUN
- HP-NDGD-HPRS
- HP-NDGD-HPCR

**Screening and Immunization Fee cont.**

- HP-NDGD-HPAC
- HP-NDGD-HPMC
- HP-NDGD-HPDS