THE UNIVERSITY OF MICHIGAN BULLETIN

Volume 5, Number 22
March 17, 1976

SCHOOL OF BUSINESS ADMINISTRATION 1977-78

Application Procedure

Because each application to the School is considered individually, early application is encouraged. The following deadlines for admission applications should be noted:

	Preference given if received before	*Applications are not accepted after*
Fall term	April 1	July 1
Winter term	November 1	November 1

An official transcript of all completed college work and, if the applicant is attending college, a list of the courses in progress during the final term or semester, should accompany the application blank. Students not enrolled at The University of Michigan at the time of application must submit a $15 application fee, which is not returnable. *No action will be taken until this fee is received.*

Application forms and further information regarding admission to the degree program may be obtained by writing to the Office of Admissions and Student Services, School of Business Administration, The University of Michigan, Ann Arbor, Michigan 48109.

Policy Against Sex Discrimination

Title IX of the Education Amendments of 1972 prohibits The University of Michigan from discriminating on the basis of sex in any educational program or activity it operates. The University of Michigan does not discriminate on the basis of sex in admissions, employment, or in the operation of any educational program or activity. Any inquiries concerning the University's obligation under Title IX should be directed to the University Title IX Compliance Officer, Virginia Nordby 5072 Administration Building, The University of Michigan, Ann Arbor, Michigan 48109, (313) 763-0235; or to the School of Business Administration Title IX Coordinator, William G. Moller, Assistant Dean, 271 Business Administration, (313) 764-1372.

STUDENT COSTS AND FINANCIAL AID

Adequate financial planning should be undertaken before entering the program to minimize the possibility of difficulties which might interefere with academic performance or disrupt progress toward the degree. The information in this section can serve as a basis for such planning.

Estimated Student Costs

Major components of student costs are tuition, which is discussed in detail later in this section, and housing which is available in a wide range of types and costs, some including meal service. Double occupancy rooms for unmarried students in university dormitories cost $1,512 including full food service. University-owned apartments for married students range from $132 per month for a two room furnished efficiency to $230 for a three bedroom furnished unit. Privately owned apartments and rooms often command somewhat higher rentals.

Books, supplies, and incidental expenses are estimated at $720 for the academic year.

Estimated total costs, including the expenses discussed above, are as follows:

	Michigan Residents	*Non-Residents*
Unmarried student	$3,504	$5,594
Married student	5,504	7,704
Each child	800	800

University Fees

Tuition fees for the 1976–77 academic year are shown in the following table. All fees are subject to change at any time by the Regents of the University.

Regular Term	*Michigan Residents*	*Non-Residents*
Fee for 12–18 credit hours	$526	$1,626
Part-time fee for 1 credit hour	$ 59	$ 151
Additional fee for each credit hour over 1 or over 18	$ 44	$ 136

Divided Term	*Michigan Residents*	*Non-Residents*
Fee for 6–9 credit hours	$263	$813
Part-time fee for 1 credit hour	$ 59	$151
Additional fee for each credit hour over 1 or over 9	$ 44	$136

Registration after the close of the normal registration period requires the payment of a $15 fee.

Fee Adjustments and Refunds. A student who changes his program in the first two weeks of classes will receive a full refund of the fees paid and will be assessed the full fee appropriate to the new elections. If changes are made thereafter, the higher of the two fees will be assessed. The following regulations govern fee refunds:

1) Students withdrawing after registration and before the end of the first two weeks of classes shall pay a disenrollment fee of $50 but will be refunded any other part of the fee which has been paid.

2) Students withdrawing during the third week of classes in the divided term or in the third, fourth, fifth, and sixth weeks of classes in a full term shall pay a disenrollment fee of $50 or shall forfeit 50 per cent of the assessed fee, whichever is larger.

3) Students withdrawing subsequent to the third week of classes in the divided term, and to the sixth week of classes in the full term, shall pay the assessed term fee in full.

4) The effective date of refund is the date the withdrawal notice is received in the Registrar's Office.

5) Any refund due the student will be mailed to his home address.

Payment of Tuition Fees. For the convenience of students, the Cashier's Office will accept money orders or bank drafts in payment of University fees. Personal

checks will not be cashed but will be accepted for the exact amount of fees. All fees and fee regulations imposed by the University are subject to change at any time by the Regents. Fees are payable before registration, at registration, or in installments during the term on dates that will be specified in advance.

Proper observance of financial obligations is deemed an essential of good conduct and students who are guilty of laxness in this regard to a degree incompatible with the general standards of conduct shall be liable to disciplinary action by the proper University authorities. Students shall pay all accounts due the University in accordance with the regulations set forth for such payments by the Vice-President and Chief Financial Officer.

Residency Regulations. The following is the full text of the regulations governing residency for tuition assessment purposes:

1. Since normally a student comes to The University of Michigan for the primary or sole purpose of attending the University rather than to establish a domicile in Michigan, one who enrolls in the University as a non-resident shall continue to be so classified throughout his attendance as a student, unless and until he demonstrates that his previous domicile has been abandoned and a Michigan domicle established.

2. No student shall be eligible for classification as a resident unless he shall be domiciled in Michigan and has resided in Michigan continuously for not less than one year immediately preceding the first day of classes of the term for which classification is sought.

3. For purposes of these regulations, a resident student is defined as a student domiciled in the State of Michigan. A non-resident students is defined as one whose domicile is elsewhere. A student shall not be considered domiciled in Michigan unless he is in continuous physical residence in this state and intends to make Michigan his permanent home not only while in attendance at the University but indefinitely thereafter as well, and has no domicile or intent to be domiciled elsewhere.

4. The following facts and circumstances, although not necessarily conclusive, have probative value in support of a claim for residence classification:

a. Continuous presence in Michigan during periods when not enrolled as a student.
b. Reliance upon Michigan sources for financial support.
c. Domicile in Michigan of family, guardian or other relatives or persons legally responsible for the student.
d. Former domicile in the state and maintenance of significant connections therein while absent.
e. Ownership of a home in Michigan.
f. Admission to a licensed practicing profession in Michigan.
g. Long term military commitments in Michigan.
h. Commitments to further education in Michigan indicating an intent to stay here permanently.
i. Acceptance of an offer of permanent employment in Michigan.

Other factors indicating an intent to make Michigan the student's domicile will be considered by the University in classifying a student.

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Volume 6, Number 5
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COLLEGE OF ENGINEERING 1977-78

Incoming Freshmen, Undergraduates, and Transfer Students. The Committee on Scholarships and Loans of the College has under its jurisdiction those scholarships and aid funds which have been established for the special benefit of undergraduate students in engineering. In general, such assistance is awarded to full-time students (14 credit hours) on the basis of high scholastic performance and of demonstrated need. Very few engineering scholarships are available to incoming freshmen. However, students can apply for an engineering scholarship as soon as they have completed one full term in the College of Engineering with at least a 2.7 grade-point average.

Transfer students from other colleges or universities within the State of Michigan with approximately 55 or more semester hours of credit are eligible for scholarship aid. Transfer students from Michigan community colleges should consult with their counseling office for further information. All other transfer students should write to Office of the Assistant Dean, 259 West Engineering Building.

Because U.S. immigration laws restrict the employment opportunities of students from other countries, it is essential that all students from abroad be in a position to finance their education. A guarantee of total financial backing must be provided when making application for admission. Financial aid to non-U.S. citizens is, therefore, limited to small amounts for a short term (one month) for emergency situations only.

Applications for Engineering College scholarships are accepted during the periods of January 15 to February 15 and September 15 to October 15. Application forms can be obtained at the Engineering Dean's Office, 255 West Engineering Building. For more information call Engineering Scholarship Office (313) 763-2180.

Many of the scholarship funds are made available through the generosity of alumni and other friends of the College. There is no direct obligation to repay a scholarship but as recipients recognize their moral obligation to return to the College scholarship fund according to their several abilities, other worthy students will likewise benefit.

A number of qualified seniors are employed each term as student assistants for assigned work in several departments.

Graduate Students. Graduate students should apply to the departmental adviser for fellowships, to the Office of Financial Aid for long-term loans, or to the Engineering Scholarship Office for a Ford Foundation short-term loan.

Veterans and Social Security Benefits

Educational benefits are available to students who qualify under the several Public Laws providing benefits for veterans (or their children) and to orphans or children of a disabled parent who qualify under the Social Security Law. Questions may be referred to Assistant Dean's Office or The Office of Student Certification, LSA Building.

Fee Regulations, Expenses, Indebtedness

A nonrefundable fee of $15 will be required of each applicant for admission to the University.

The fees for one full term for the 1976-77 academic year were as follows:

	Michigan Resident	*Non-resident*
Underclassmen		
Base Fee	$15 + $40 per credit hour	$15 + $126 per credit hour
12-18 credit hours	$464	$1,508
Over 18 credit hours add	$40 per credit hour	$126 per credit hour
Upperclassmen (55 or more credit hours)		
Base Fee	$15 + $44 per credit hour	$15 + $136 per credit hour
12-18 credit hours	$526	$1,626
Over 18 credit hours add	$44 per credit hour	$136 per credit hour
Graduate School		
8 credit hours or more	$636	$1,650

Students enrolled as special students or guest students in the College of Engineering will be assessed the upperclass fees.

The following guideline may be used for the total expenses:

Michigan resident (2 terms, academic year)	$3,600
Non-Michigan U.S. citizen (2 terms, academic year)	$5,950
Foreign (3 terms, calendar year)	$8,150

Fees are subject to change at any time by the Board of Regents of the University.

Detailed information relating to fees, deposits, payments and refunds may be obtained in the Assistant Dean's Office.

Withdrawal. A student withdrawing after registration shall pay a disenrollment fee according to the rules in effect at the time of withdrawal as published in the Time Schedule for each term.

Indebtedness to the University. Proper observance of financial obligation is deemed an essential of good conduct, and students who are guilty of laxness in this regard to a degree incompatible with the general standards of conduct shall be liable to disciplinary action by proper University authorities. Students shall pay all accounts due the University in accordance with regulations set forth for such payments by the vice-president in charge of business and finance.

When a student's account shows indebtedness, academic credits are withheld, no transcript of academic record or diploma will be issued, nor will future registration be permitted.

Residence Regulations of The University of Michigan

1. Since normally a student comes to The University of Michigan for the primary or sole purpose of attending the University rather than to establish a domicile in Michigan, one who enrolls in the University as a non-resident shall continue to be so classified throughout his attendance as a student, unless and until he demonstrates that his previous domicile has been abandoned and a Michigan domicile established.

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LAW SCHOOL
1977-78

Fees and Expenses

Students are urged to make use of money orders or bank drafts to cover expenses. For the convenience of students, the Cashier's Office will accept money orders and bank drafts in payment of University fees. Personal checks will not be *cashed,* but will be accepted for the exact amount of fees. All fees and fee regulations are subject to change at any time by the Regents of the University.

Regular Term Fees. For Michigan residents the fee currently is $750 for each term; for non-residents, $1,748 for each term. These fees entitle the student to the privileges of the Michigan Union and Michigan League. All fees are payable in accordance with regulations established by the Vice-President and Chief Financial Officer, providing only that said regulations may not defer payment of these fees beyond the end of the term in which they are assessed. Fees are payable prior to registration, at registration, or in installments during the term. The number and dates of the installments will be specified in advance for each term.

A program of study involving nine hours or less is considered a reduced program in the Law School, for which there in a special schedule of reduced fees. A Michigan resident who elects a reduced program will pay an enrollment fee of $50 and an additional $70 for each hour elected. Non-residents pay an enrollment fee of $150 and an additional $160 for each hour elected.

Students who withdraw after registering must pay a disenrollment fee of $50.

Summer Term Fees. The fees for the summer term in the Law School currently are as follows:

	Resident		*Non-Resident*	
	Full Program	*Reduced Program**	*Full Program*	*Reduced Program**
11 Weeks	$500	$330	$1,170	$775
8 Weeks	375	250	875	580
5½ Weeks	250	165	585	385
3 Weeks	150	150	350	350

* Reduced program fees would be applicable only to students who enroll in an:
11-week session for fewer than 5 hours
8-week session for fewer than 4 hours
5½-week session for fewer than 3 hours

Law School Fee. In addition to the above fees, each student must pay a Law School fee of $20 each term. The fee is proportionally reduced for the summer terms. This fee covers the preparation and issuance of special and supplemental materials in the various courses and seminars throughout the term; it also includes membership in the Lawyers Club.

Foreign Students. It is suggested that foreign students who are not provided with Health-Hospitalization insurance by their sponsors purchase Student Group Health Insurance. The cost of this coverage (approximately $43 per student), if elected, *must* be paid at time of registration. This coverage extends for a full twelve months.

Insurance to cover a student's dependents and to cover maternity costs may be purchased at an extra cost. The basic policy covers just the individual student.

Indebtedness to the University. Proper observance of financial obligation is deemed an essential of good conduct, and students who are guilty of laxness in this regard to a degree incompatible with the general standards of conduct shall be liable to disciplinary action by proper University authorities. Students shall pay for all accounts due the University in accordance with regulations set forth by the Vice-President and Chief Financial Officer.

Books. Casebooks for classwork cost about $200 a year.

Financial Aid

In the First Year

Financial aid is awarded to members of the first-year class who demonstrate a need for financial assistance and the probability that they will be superior scholars. Because of the rapid rise in the credentials presented by students gaining admission in recent years, need has become the more important criterion. The amount of money available through the School, although substantial, is limited and not every deserving applicant can be helped.

In determining the need for financial assistance, the Financial Aids Officer will consider the total amount of aid available to the applicant from sources outside the Law School, including the availability of loans through a state or federally supported college student loan program, other scholarships, help from the parents and the student's spouse, and earnings from summer and term-time work. Details about the loan programs are usually available from the state agency in charge of the program and from local participating banks. The Financial Aids Office frequently can supply leads to other sources as well.

Most of the financial aid awarded by the Law School is in the form of a grant for one-half of the total, with the other half being a loan. The loan portion of the award is evidenced by a promissory note, at moderate interest, with installment payments starting one year after the expected date of graduation. Although the "grant" portion of the award does not impose a legal obligation to repay the money, the School expects that all financial aid recipients will recognize that continuation of the aid program for future students will depend upon their return to the School, when they are able to do so, of an amount at least equal to the assistance they were given. Contributions may, for example, be made to the Law School Fund, the School's annual giving program.

The John A. McCarthy Foundation for California residents provides a limited number of full tuition grants for Californians and for members of disadvantaged minority groups. The usual standards for aid apply. If the student maintains a satisfactory record and remains needy, the McCarthy scholarship will be continued for the next two years.

Representative student budgets, projecting possible expenses during the first-year, are available from the Financial Aids Office upon request.

To apply for financial aid: The Law School utilizes the services of the Graduate and Professional School Financial Aid Service, Box 2614, Princeton, New Jersey

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COLLEGE OF LITERATURE, SCIENCE, AND THE ARTS 1977-78

an application. Successful completion of work elected as a non–degree student will be considered but does not ensure admission as a degree student. If admission as a degree student is granted, credit earned during enrollment as a non–degree student may be applied toward a degree; it is considered out–of–residence credit (see information on "Residence Policy" in *Chapter VI*) but earns honor points.

Students who have been dismissed from the College for reasons of unsatisfactory academic performance may not enroll as non–degree students. No student previously enrolled in any unit of the University may be admitted to non–degree status until at least one full term has elapsed since the last term of enrollment; this policy applies only to degree candidates or former degree candidates who have not completed a degree. A student who has a degree from any unit of The University of Michigan is eligible to apply for non–degree status without the lapse of a full term. Non–degree status is neither intended to accommodate qualified degree applicants who apply after the deadline or after enrollment limits for a particular term have been reached nor is it ordinarily intended to accommodate high school students who wish to elect college–level courses.

Normally, non–degree students have a definite purpose for their studies, and academic counseling should not be routinely required. However, students who would like to discuss their academic plans are encouraged to contact the LSA Academic Counseling Office (1213 Angell Hall, 764–0332). Since academic counselors do not have access to academic records for non–degree students, a copy of any relevant transcripts (or other materials) should be brought to the counseling appointment.

General Information for All Admitted Students

Enrollment Deposit. A newly–admitted student or a readmitted student returning to the College after an absence of more than one term is required to pay a $50 enrollment deposit in accordance with instructions provided by the Office of Undergraduate Admissions. Upon enrollment, this deposit is applied toward the tuition and fees for the term for which a student is admitted. Failure to enroll for *that* term of admission results in forfeiture of the entire $50 deposit.

Questions and correspondence concerning the enrollment deposit should be directed to the Office of Undergraduate Admissions, 1220 Student Activities Building, The University of Michigan, Ann Arbor, Michigan 48109.

Undergraduate Tuition

The fees assessed by the University of Michigan are subject to change without notice by the Regents of the University. The fee information provided below is intended only for general information purposes.

The tuition fee is a student's contribution to the costs of instruction and library services. In addition, a Health Services fee ($6.00 for a full term and $2.50 for a half term in 1976–77) and a student government fee ($2.50 for a full term in 1976–77) is assessed. The tuition schedule is based on the number of credit hours elected during a specific term as well as on residency status (see "Residency Regulations" in this chapter) and class standing: *lower–division* (up to 54 credit hours toward a degree program) or *upper–division* (55 or more credit hours toward a degree program). The following tuition information is applicable only for undergraduates enrolled at The University of Michigan (Ann Arbor) during the 1976–77 academic year. *Tuition fees for the 1977–78 academic year are subject to change, and the following is provided only for general information purposes.* Tuition for the 1976–77 academic year for a full program (12–18 credit hours) was

$464 for Michigan resident (lower–division) students; $1508 for non–Michigan resident (lower–division) students; $526 for Michigan resident (upper–division) students; and $1626 for non–Michigan resident (upper–division) students.

The fee schedule for programs of less than 12 credit hours or more than 18 credit hours varies according to the specific number of credit hours elected, residency status, and lower/upper division status. Current fee schedule information is available from the Office of the Registrar (1524 LSA Building; 764–6280). Term fees are payable prior to registration, at registration, or in three installments during a full term (two installments during a half term). The number and dates of installment payments are specified prior to the beginning of each term.

The above information about fees discusses tuition *only* and does not include the cost of housing, board, or personal incidental expenses. University housing rates are available from the University Housing Office (1011 and 1500 Student Activities Building; 763–3164). Information concerning average student expenses based on class–level, residency, marital status, and family size is available from the Office of Financial Aid (2011 Student Activities Building; 763–2151).

Students are required to pay all accounts due the University in accordance with regulations set forth for such payments. Any student not meeting the terms of the financial obligations to the University may be subject to disciplinary action initiated by appropriate University authorities. Students with a "financial hold" are not able to register or drop/add courses, and cannot obtain a transcript of previous academic work.

Financial Assistance

New freshmen and transfer students can request consideration for financial aid by checking the appropriate item on the admissions application and by following the instructions provided. Other degree–seeking students should contact with the Office of Financial Aid (2011 Student Activities Building) for information regarding scholarships, grants, loans, and work–study employment. The Temporary Employment Office (2031 Administrative Services Building; 763–4545) is a source of information for on–campus employment. (See also the "Military Officer Education Program" which is described in *Chapter III.*)

Orientation

The primary purpose of the Orientation Program (2530 Student Activities Building, 764–6290) is to make a student's entry into the University as easy and as smooth as possible. The Orientation Program provides students with an opportunity to meet new friends, to become familiar with the University and its resources, to talk with an academic counselor, to plan a course of study, and to register for classes. The Orientation Program serves students admitted to most schools and colleges of The University of Michigan and is not limited to students enrolling in the College of Literature, Science, and the Arts. All new freshmen and transfer students, including transfer students from The University of Michigan–Dearborn and The University of Michigan–Flint, are required to participate in the Orientation Program in order to register. Cross–campus transfer students, non–degree students, and readmitted students are not required to participate although they are welcome to do so if they wish. All students admitted for a fall term may participate in a three–day orientation session in a residence hall on campus during the summer, or in an alternate program scheduled just prior to the beginning of the fall term. Students entering the University during other terms participate in orientation immediately preceding the registration period at the beginning of the term. The Orientation Office sends complete information about these programs to students admitted for fall term in

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THE UNIVERSITY OF MICHIGAN BULLETIN

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NOVEMBER 1, 1978

MEDICAL SCHOOL 1977-78 1978-79

Registration

Registration in the Medical School. All students are required to register formally once each year. For first-year students, this includes chest X-ray examinations and the taking of class pictures.

Concurrent Registration in Two Schools. A student who desires to be registered concurrently in two schools or to pursue irregular course work designed to permit candidacy for an advanced degree in addition to the M.D. must obtain permission of the Dean of the Medical School. Such double registration does not permit the student double credit for any course or program of study.

*Fees and Expenses**

The fee for residents of the state of Michigan is $2,080 per academic year. For nonresidents of the state of Michigan, the fee is $4,160 per academic year.

One half the fee, $1,040 for residents and $2,080 for nonresidents, is payable at the beginning of the University's fall term and the remaining half at the beginning of the winter term. Fees may also be paid in installments during each term on dates which will be specified by the University.

As mentioned in the statement of admission procedures, a $50 deposit is required at the time of acceptance for admission to the School. This $50 deposit will be applied to the tuition for the term in which the student has been admitted.

Laboratory Fees. A small breakage fee is required in some of the laboratory courses of the first two years.

Microscopes. Microscopes are furnished for use in the laboratories of the basic medical sciences. Students may wish to rent microscopes in the second year for work at home.

Health Insurance. Foreign students are to report to the International Center and U.S. Citizens are to report to the Michigan Student Assembly. Student group health insurance is open to all students (see page 34).

Books and Supplies. Basic texts and instructional materials will be specified by the respective departments for purchase by each student; approximately $350–$500 for freshmen and $225–$400 for the second years should be planned for this purpose.

Living Expenses. The cost of meals and lodging will vary in accordance with the type of accommodation. For the unmarried student, living expenses for eight months during each of the first and second years average approximately $1,600 for room and board. More specific information concerning housing and the cost of living may be obtained from the Housing Information Office, 1011 Student Activities Building, The University of Michigan, Ann Arbor, Michigan 48109.

* The fees and charges imposed by the University, the conditions for admission, and the requirements for graduation are subject to change by the Regents without notice.

Reduced Program Fees. A student whose curriculum is fewer than fourteen hours per University term will pay each term for the first credit hour $90 ($165 for nonresidents) and $75 for each additional credit hour ($150 for nonresidents).*

Late Registration Fee. A late registration fee of $15 will be assessed students who register after the end of the scheduled registration period.

Hold Credits. Students who owe money to the University will not be permitted to register until the debt is paid and a hold credit release obtained.

Residence Regulations of The University of Michigan as of 7/8/74

1. Since normally a student comes to The University of Michigan for the primary or sole purpose of attending the University rather than to establish a domicile in Michigan, one who enrolls in the University as a nonresident shall continue to be so classified throughout his attendance as a student, unless and until he demonstrates that his previous domicile has been abandoned and a Michigan domicile established.

2. No student shall be eligible for classification as a resident unless he shall be domiciled in Michigan and has resided in Michigan continuously for not less than one year immediately preceding the first day of classes of the term for which classification is sought.

3. For purposes of these regulations, a resident student is defined as a student domiciled in the state of Michigan. A nonresident student is defined as one whose domicile is elsewhere. A student shall not be considered domiciled in Michigan unless he is in continuous physical residence in this state and intends to make Michigan his permanent home, not only while in attendance at the University but indefinitely thereafter as well, and has no domicile or intent to be domiciled elsewhere.

4. The following facts and circumstances, although not necessarily conclusive, have probative value in support of a claim for residence classification:

a. Continuous presence in Michigan during periods when not enrolled as a student.
b. Reliance upon Michigan sources for financial support.
c. Domicile in Michigan of family, guardian or other relatives or persons legally responsible for the student.
d. Former domicile in the state and maintenance of significant connections therein while absent.
e. Ownership of a home in Michigan.
f. Admission to a licensed practicing profession in Michigan.
g. Long term military commitments in Michigan.
h. Commitments to further education in Michigan indicating an intent to stay here permanently.
i. Acceptance of an offer of permanent employment in Michigan.

Other factors indicating an intent to make Michigan the student's domicile will be considered by the University in classifying a student.

5. The following circumstances, standing alone, shall not constitute sufficient evidence of domicile to effect classification of a student as a resident under these regulations:

* Subject to change by the Regents.