



Clark Atlanta University
Office of Student Accounts
404-880-8033
studacct@cau.edu

FALL 2023 – SPRING 2024 GRADUATE FEE SHEET

Fall 2023 -Spring 2024 On Campus Tuition and Fees		
Graduate Tuition	\$ 951	per credit hour
Library Assessment	\$ 368	per semester
Athletic Fee	\$ 80	per semester
Student Center Fee	\$ 115	per semester
Technology Fee	\$ 150	per semester
Student Health Fee	\$ 200	per semester
Student Activity Fee	\$ 150	per semester
Sustainability Fee	\$ 5	per semester
Total Fees per semester	\$ 1,068	
Total Fees per year	\$ 2,136	

*750 Research Fee will be assessed on select biology or chemistry courses

Fall 2023 -Spring 2024 Online Ed. D Program Tuition and Fees		
Ed.D Online Tuition		\$640 per credit hour
Ed.D Online Course Fee *		\$65 per credit hour

*Online course fee covers the cost of technology, academic resources and student services related to online instruction.

Graduate Fall 2023 and Spring 2024 Housing Rates			
RESIDENCE HALL	SEMESTER	ANNUAL	DESCRIPTION
Beckwith Village	\$ 5,756	\$ 11,512	1 Bedroom- Standard
Beckwith Village	\$ 5,968	\$ 11,936	1 Bedroom- Jr. Suite
Beckwith Village	\$ 6,179	\$ 12,358	1 Bedroom- Super Suite
Yogo Summerhill	\$ 6,828	\$ 13,656	Single Room

*Yogo Summerhill are off-campus options

MEAL PLAN TYPE	SEMESTER	ANNUAL	DESCRIPTION
Silver	\$ 926	\$ 1,852	60 Meals per semester plus \$150 DB
Panther Bronze *	\$ 608	\$ 1,216	30 meals per semester plus \$150 DB
Dining Bucks 250	\$ 250	\$ 500	\$250 Dining bucks
Dining Bucks 100	\$ 100	\$ 200	\$100 dining bucks

* Minimum requirement for residential graduate students

HOW TO SIGN UP ON A PAYMENT PLAN

Students enroll in payment plans via their Banner Web account. Please ensure that all of your charges are on your account including tuition, housing and meal plans before enrolling in a payment plan.

1. Go to Banner Web and enter secure area. Log in with user ID and pin.
1. Select **Student Services and Financial Aid**
2. Select **Student Records**
3. Select **Tuition Payment Plan**
4. Complete Application and payment

FALL PAYMENT PLAN INFORMATION

Term of Plan	Enrollment dates
5 months	July 1 - July 31
4 months	August 1- August 31
3 months	September 1- September 25
First installment plus \$70.00 application fee is due upon enrollment. Payments are due on the 1st of each month.	

SPRING PAYMENT PLAN INFORMATION

Term of Plan	Enrollment dates
5 months	November 15 - December 31
4 months	January 1- January 31
3 months	February 1- February 26
First installment plus \$70.00 application fee is due upon enrollment. Payments are due on the 1st of each month.	

HOW TO APPLY FOR A HEALTH INSURANCE WAIVER

www.studentcenter.uhcsr.com/cau

Students must be registered for classes before applying for a health insurance waiver. Once a waiver is processed for fall semester, it is also effective for spring semester. Students that do not waive the insurance for fall must apply for a waiver in spring if they are opting out for spring semester.

- **FALL SEMESTER INSURANCE WAIVER DATES – JULY 1 TO AUGUST 31.**
****SPRING SEMESTER INSURANCE WAIVER DATES - NOVEMBER 11 TO JANUARY 31.**

**OFFICE OF STUDENT ACCOUNTS, 223 JAMES P BRAWLEY DRIVE, ATLANTA, GEORGIA 30314
SUITE 204 – HAVEN- WARREN HALL
404-880-8033 PHONE
404-880-6317 FAX
STUDACCT@CAU.EDU**

How To Accept/Decline Offer

The Instructions

The Steps:

- Step 1:** Log into Your BannerWeb by “**Enter Secure Area**” and entering your Username (Student ID#) & Pin (6 Digit # in Acceptance Package)
- Step 2:** Once there, Click on **Student Services & Financial Aid**, Then Click **Financial Aid**
- Step 3:** Once reaching this screen, you will Click on the third Link, which is **My Award Information**
- Step 4:** Next, you will Click **Award By Aid Year**, Enter appropriate school year & Click Submit
- Step 5:** Choose the Tab **Accept Award Offer** & continue on this page to either **Accept/Decline** full or partial amounts of your financial aid; then **Click the Submit Button to finalize your decision.**



Loan Entrance Counseling

Instructions for first time Direct Loan borrowers

(Students may begin to complete the Entrance Counseling requirement beginning April 2023 for the 2023-2024 aid year.)

AN IMPORTANT NOTE: Before Receiving a Student Loan, Borrowers (student) Must Complete an Entrance Counseling Session

First time borrowers of the Federal Subsidized and Unsubsidized Loans are only required to complete **ONE** Loan Entrance Counseling for both loans, even if you see two requirements for it in the Financial Aid section of Student Self-Service in Bannerweb. When you complete one counseling, it will fulfill the requirement for both Subsidized and Unsubsidized Loans.

By clicking on the web address listed below, you will be directed to the www.studentaid.gov website. Entrance Counseling Sessions may take up to 20 minutes. Results will be sent electronically to the Office of Financial Aid. Students may want to print the following instructions before proceeding.

Complete the Entrance Counseling online by following these instructions:

- Step 1: Go to www.studentaid.gov. Click on “Log In”; continue to Log in.
- Step 2: Enter your **FSA ID username and FSA ID password**.
- Step 3: Select “**Complete Aid Process**” then select “**Complete Entrance Counseling**”
- Step 4: Select “**Start**”
- Step 5: Complete Entrance Counseling for appropriate level (**undergraduate or graduate**)
- Step 6: Read the information presented and answer the questions listed on all sections of the counseling session. When you have completed the Entrance Loan Counseling you will see a statement informing you that you have successfully completed the process.

The Office of Financial Aid will be notified electronically within 48 hours of your completion.

Clark Atlanta University
Office of Financial Aid
223 James P. Brawley Drive, SW ♦ Haven-Warren Hall 209 ♦ Atlanta, GA 30314
404.880.8992 Office ♦ 404.880.8070 Fax



Direct Loan Master Promissory Note

(Students may begin to complete the Master Promissory Note requirement beginning April 2023 for the 2023-2024 aid year.)

Step by Step Instructions

AN IMPORTANT NOTE: Before Receiving a Student Loan, Borrowers (student) Must Complete a Master Promissory Note (MPN)

- Step 1:** Go to www.studentaid.gov.
- Step 2:** Select “Log In” Enter your FSA ID username and FSA ID password.
- Step 3:** Select “Complete Aid Process:” select “Complete MPN for Graduate/Professional Students”
- Step 4:** Select “Start” button
- Step 5:** Complete the “MPN for Subsidized and Unsubsidized Loans”
- Step 6:** Electronically “Sign and Submit” your MPN
- Step 7:** Keep a copy of the Loan Agreement/MPN for your records. **The Office of Financial Aid will be notified electronically within 48 hours that your MPN has been completed.**

If you experience any problems or have any questions or concerns during the online MPN process, please contact the Department of Education directly by using the “Contact Us” section on the www.studentaid.gov website.

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Direct Graduate PLUS Loan Instructions

(Students may begin to complete the Direct Graduate PLUS loan application beginning April 2023 for the 2023-2024 aid year.)

For information about the Graduate PLUS loan including interest rates, please visit:
www.studentaid.gov

Graduate students may apply for the Graduate PLUS Loan using the instructions below. You will need the following items to complete the Graduate PLUS Loan application:

- School Name
- Your name, address, telephone number, date of birth and social security number
- Your FSA ID username and FSA ID password
- Your employer's name and address (if employed)

Step by Step Instructions:

- Step 1: Go to <http://www.studentaid.gov>
- Step 2: Log in with your FSA ID and Password
- Step 3: Select the “**Apply for Aid**” tab
- Step 4: Select “**Apply for a Grad PLUS loan**”
- Step 5: Select “**Start**” and apply for the appropriate award year
- Step 6: Complete and submit the application

At the end of the application, you will be informed if your Graduate PLUS Loan application has been approved or denied.

The results will electronically be sent to the Office of Financial Aid within 48 hours and if approve the loan will be applied to your student's account within 3-5 business days.

If approved:

Sign a PLUS Master Promissory Note

- Step 1: Log in to www.studentaid.gov
- Step 2: Select “**Complete Aid Process**”, then select “**MPN for Graduate/Professional Students**”
- Step 3: Select “**MPN for Direct PLUS Loans**”
- Step 4: Select “**Start**” and complete the required sections
- Step 5: Electronically “**Sign & Submit**” your MPN.
- Step 6: Keep a copy of the Loan Agreement for your records. **The Office of Financial Aid will be notified electronically within 48 hours that your MPN has been completed.**

If you experience any problems or have any questions or concerns during the online MPN process, please contact the Department of Education directly by using the “**Contact Us**” section on the www.studentaid.gov website.

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CLARK ATLANTA UNIVERSITY OFFICE OF FINANCIAL AID – CONTACT INFORMATION

James A. Stotts, Assistant Vice President, Office of Financial Aid

<i>Using the alpha clusters listed below, students should contact Advisors according to their last name.</i>	Office of Financial Aid Phone number: 404-880-8992	
Last Name	Undergraduate Financial Aid Advisors/Programs	Email
A-D + U	Erica Jamison, Assistant Director	ejamison@cau.edu
E-H + V	Teresa Joseph, Sr. Fin. Aid Advisor -Loan Coordinator	tjoseph@cau.edu
I-K + W	Michelle Alfred, Fin. Aid Advisor – Work Study	malfred@cau.edu
L-O + XY	Tonia Slaton, Sr. Fin. Aid Advisor – State Programs	tslaton@cau.edu
P-T + Z	Omar Agard, Sr. Fin. Aid Advisor - Verification	oagard@cau.edu

Graduate Financial Aid Advisor/Associate Director

A-Z	Palmira Wakhisi, Associate Director – Graduate Advisor	pwakhisi@cau.edu
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Scholarship and Awards

ALL STUDENTS	Crystal Law, Director of Scholarships and Awards	claw@cau.edu
ALL STUDENTS	Jackie Jackson, Scholarship Coordinator – UNCF	jjackson2@cau.edu

Financial Literacy/Administration/Reception

ALL STUDENTS	Lakesha Landers, Financial Literacy Coordinator – Office of Financial Aid Contact for AVP James Stotts	llanders@cau.edu
ALL STUDENTS	James Stotts, Assistant Vice President – Office of Financial Aid	jstotts@cau.edu
ALL STUDENTS	Marquitta Davis, Receptionist	mdavis1@cau.edu