



# Clark Atlanta University

## FALL 2024 – SPRING 2025 GRADUATE FEE SHEET

<b>Fall 2024 -Spring 2025 On Campus Tuition and Fees</b>		
Graduate Tuition	\$ 1,008	per credit hour
Library Assessment	\$ 390	per semester
Athletic Fee	\$ 85	per semester
Student Center Fee	\$ 122	per semester
Technology Fee	\$ 175	per semester
Student Health Fee	\$ 200	per semester
Student Activity Fee	\$ 175	per semester
Sustainability Fee	\$ 10	per semester
<b>Total Fees per semester</b>	<b>\$ 1,157</b>	
<b>Total Fees per year</b>	<b>\$ 2,314</b>	

<b>Online Ed. D Program Tuition and Fees</b>	
Ed.D Online Tuition	\$704 per credit hour
Ed.D Online Course Fee	\$70 per credit hour

<b>Online MSW Program Tuition and Fees</b>	
MSW Online Tuition	\$1,008 per credit hour
MSW Online Course Fee	\$70 per credit hour

<b>New Leaders Tuition</b>	
New Leaders Tuition	\$834 per credit hour

<b>Housing Rates</b>			
	<b>Semester</b>	<b>Annual</b>	<b>Description</b>
Beckwith Village	\$ 5,888	\$ 11,776	1 Bedroom- Standard
Beckwith Village	\$ 6,106	\$ 12,212	1 Bedroom- Jr. Suite
Beckwith Village	\$ 6,324	\$ 12,648	1 Bedroom- Super Suite
Legacy at Centennial	\$ 8,092	\$ 16,184	**Off Campus Option

<b>Meal Plan Rates</b>			
	<b>Semester</b>	<b>Annual</b>	<b>Description</b>
Silver	\$ 982	\$ 1,964	60 meals per semester + 150 dining bucks
Panther Bronze	\$ 644	\$ 1,288	30 meals per semester + 150 dining bucks
Dining Bucks 250	\$ 250	\$ 500	\$250 Dining Bucks
Dining Bucks 100	\$ 100	\$ 200	\$100 Dining Bucks

Office of Student Accounts  
 223 James P Brawley Drive SW  
 Atlanta, GA 30314  
 404-880-8033  
[studacct@cau.edu](mailto:studacct@cau.edu)

## **HOW TO SIGN UP ON A PAYMENT PLAN**

Students enroll in payment plans via Panther Portal. Please ensure that all charges including tuition, mandatory fees, housing and meal plans are on your account before enrolling in a payment plan.

1. Login to **Panther Portal**
1. Select **Students**
2. Select **Account Information**
3. At the top of the page, select **Payment Plans**
4. Complete Application and payment

## **FALL PAYMENT PLAN INFORMATION**

<b>Term of Plan</b>	<b>Enrollment dates</b>
6 months	June 1-June 30
5 months	July 1 - July 31
4 months	August 1- August 31
3 months	September 1- September 30
<b>First installment plus \$70.00 application fee is due upon enrollment. Payments are due on the 1<sup>st</sup> of each month. Final payment due November 1.</b>	

## **SPRING PAYMENT PLAN INFORMATION**

<b>Term of Plan</b>	<b>Enrollment dates</b>
5 months	November 15 - December 31
4 months	January 1- January 31
3 months	February 1- February 24
<b>First installment plus \$70.00 application fee is due upon enrollment. Payments are due on the 1<sup>st</sup> of each month. Final payment due April 1.</b>	

## **HOW TO APPLY FOR A HEALTH INSURANCE WAIVER**

[www.studentcenter.uhcsr.com/cau](http://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 complete a waiver during fall semester must apply for a waiver in spring if they are opting out for spring semester. Student Athletes are not eligible to waive out of the University's coverage.

- \*\*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**  
**STUDACCT@CAU.EDU**

## How to View Financial Aid Requirements and Accept/Decline Financial Aid Award



- Step 1:** Log in with the following link:  
<https://studentsb-prod.ec.cau.edu/StudentSelfService/login/auth>
- Step 2:** Enter your Username (Student ID#)  
Password (6 Digit # on your Acceptance Letter)
- Step 3:** Click on **Financial Aid**  
Click on Aid/Year if applicable  
Review requirements
- Step 4:** Click **View Questions** (Under Responses Required)
- Step 5:** Click on **Award Offer**
- Step 6:** Accept/Decline Award Offered;  
then **Click** the **Submit Button** to finalize your decision.

**Clark Atlanta University**  
The Office of Student Financial Aid  
223 James P. Brawley Drive, SW  
Atlanta, GA 30314

404.880.8992 Telephone

404.880.8070 Fax



## Loan Entrance Counseling

### Instructions for first time Direct Loan borrowers

**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 your Banner portal. 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](http://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](http://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 “Loans and Grants” then select “Loan 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.**

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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

## 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](http://www.studentaid.gov).
- Step 2:** Select “Log In” Enter your FSA ID username and FSA ID password.
- Step 3:** Select “Loans and Grants:” select “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](http://www.studentaid.gov) website.

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# Direct Graduate PLUS Loan Instructions

For information about the Graduate PLUS loan including interest rates, please visit:

[www.studentaid.gov](http://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 "Loans and Grants" tab
- Step 4:** Select "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 approved 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](http://www.studentaid.gov)
- Step 2:** Select "Loans and Grants", 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](http://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>	<b>Office of Financial Aid Phone number: 404-880-8992</b>	
<b>Last Name</b>	<b>Undergraduate Financial Aid Advisors/Programs</b>	<b>Email</b>
<b>A-D + U</b>	<b>Natalie Pitts, Financial Aid Advisor-Work Study</b>	<b>npitts@cau.edu</b>
<b>E-H + V</b>	<b>Teresa Joseph, Sr. Fin. Aid Advisor -Loan Coordinator</b>	<b>tjoseph@cau.edu</b>
<b>I-K + W</b>	<b>Marquitta Davis, Fin. Aid Advisor</b>	<b>mdavis1@cau.edu</b>
<b>L-O + XY</b>	<b>Tonia Slaton, Sr. Fin. Aid Advisor – State Programs</b>	<b>tslaton@cau.edu</b>
<b>P-T + Z</b>	<b>Omar Agard, Sr. Fin. Aid Advisor - Verification</b>	<b>oagard@cau.edu</b>

### Financial Aid Associate/Assistant Director

<b>A-Z</b>	<b>Palmira Wakhisi, Associate Director – Graduate Students</b>	<b>pwakhisi@cau.edu</b>
	<b>Erica Jamison, Assistant Director - Systems</b>	<b>ejamison@cau.edu</b>

### Scholarship and Awards

<b>ALL STUDENTS</b>	<b>Crystal Law, Director of Scholarships and Awards</b>	<b><a href="mailto:claw@cau.edu">claw@cau.edu</a></b>
<b>ALL STUDENTS</b>	<b>Jackie Jackson, Scholarship Coordinator – UNCF</b>	<b><a href="mailto:jjackson2@cau.edu">jjackson2@cau.edu</a></b>

### Financial Literacy/Administration/Reception

<b>ALL STUDENTS</b>	<b>Lakesha Landers, Financial Literacy Coordinator – Office of Financial Aid Contact for AVP James Stotts</b>	<b><a href="mailto:llanders@cau.edu">llanders@cau.edu</a></b>
<b>ALL STUDENTS</b>	<b>James Stotts, Assistant Vice President – Office of Financial Aid</b>	<b><a href="mailto:jstotts@cau.edu">jstotts@cau.edu</a></b>
<b>ALL STUDENTS</b>	<b>Kendall Foye, Receptionist</b>	<b><a href="mailto:kfoye@cau.edu">kfoye@cau.edu</a></b>