addition to enrolling in the appropriate developmental course(s).

**Repeating a Developmental Course**
A student who enrolls for a second time in the same developmental course must enroll concurrently in EDUC 1300 and/or the corresponding Student Success Center lab.

If a student earns a “DD” or “FD” again, but passed EDUC 1300, the student will continue in the SSC lab until both the course and lab are passed concurrently.

After a student exceeds the state’s maximum of twenty seven (27) semester credit hours of remedial courses, the College may charge an additional fee for further remedial courses.

A student must place into a college level course or successfully complete the developmental sequence that precedes the required college level course before enrolling in that course.

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**Tuition and Fees**

**Executive Vice President for Finance and Operations:** Mary Wickland, CPA
**Office:** Business Building
**Address:** 1800 Procter Street, Port Arthur, TX 77641
**Phone:** (409) 984-6125
**Email:** wicklandma@lamarpa.edu

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**Tuition**
Tuition is calculated based on the number of semester credit hours which the student registers. It is determined by the student's classification as a Texas resident, a non-resident U.S. citizen or a non-resident who is a citizen of another country. Students also are responsible for paying several fees that support college services and programs. The tuition rate varies based upon the residency status of a student.

The tuition rate for resident and non-resident students is:
- Texas resident .................. $50 per SCH
- Non-Texas resident ............... $472 per SCH

A designated tuition fee of $45.00 per semester credit hour is also charged for both resident and non-resident students.

**Summary of Expenses**
Each student must plan a budget carefully. It is possible to attend Lamar State College Port Arthur on a modest sum and yet participate in most of the College programs. To assist in planning expenses, the following estimate is furnished as a guide.

**Texas resident enrolled in 15 semester credit hours:**
- Tuition............................... $1,425.00
- Student Services Fee ............... $75.00
- Student Center Fee ................. $30.00
- Institutional Service Fee .......... $485.00
- Recreation Sport Fee .............. $30.00
- Athletic Fee ........................ $170.55
- Parking Fee* (if desired) ........... $40.00
- Books ................................ 500.00
**TOTAL** .................................. $2,805.55

**Texas resident enrolled in 6 semester credit hours:**
- Tuition............................... $570.00
- Student Services Fee ............... $130.00
- Student Center Fee ................. $12.00
- Institutional Service Fee .......... $174.00
- Recreation Sport Fee .............. $12.00
- Athletic Fee ........................ $68.22
- Parking Fee* (if desired) ........... $40.00
- Books ................................ 250.00
**TOTAL** .................................. $1,156.22

**Payment**
A student is not registered until all fees are paid in full or the student has paid the equivalent of a down payment on the installment plan (if available).
Payment may be made in person at the Business Office or online.

Payment may be made by check, electronic check, money order, currency or credit/debit card (MasterCard, Visa, Discover and American Express). Checks and money orders, not in excess of total fees, should be made payable to Lamar State College Port Arthur. The College will not accept counter checks, post-dated checks, credit card checks or altered checks.

Lamar State College Port Arthur reserves the right to change fees in keeping with acts of the Texas Legislature and The Texas State University System Board of Regents.

Guest Payments

Individuals other than students are able to make payments on a student’s account. An online portal is available for guests to make payments on a student’s account.

Guests may access the E-Bill System to view bills and/or make payments on behalf of a student. Start by navigating to your MyLamarPA account login at http://My.LamarPA.edu/

1. Enter your username & password.
2. Select the “My Services” tab.
3. Select “Student” link.
4. Click “Student Payment Center” link. The link will transition you to the LSCPA Payment Services Center. The Payment Services Center includes Payments, E-Bills, Installment Plans, and Payment Profiles.
5. Click “Authorized User”.

Payment Amounts

Payment in Full. Students who have paid all their tuition and fees for the semester will be registered for classes.

More than 50% of tuition and fees paid. Students who pay more than 50% but less than 100% of their tuition and fees for a semester will be placed on the Installment Payment Plan.

Less than 50% of tuition and fees paid. Students who pay less than 50% of their tuition and fees for a semester will be dropped from all classes.

Installment Payment Plan

By law (House Bill 1147), students can pay certain fees in installments during the Fall and Spring semesters only.

Options and applicable service charges are:

Payable upon registration .................. 50%
Payable by 6th class week .................. 25%
Payable by 11th class week .................. 25%
Service Charge ............................... $20
Penalty for each delinquent payment ..... $15

Students have the option to pay in installments for a 12 week Summer Semester. Payment options are:

Payable upon registration .................. 50%
Payable by 5th class week .................. 25%
Payable by 9th class week .................. 25%

The same service charges and delinquent payment penalty will apply as in Fall and Spring semesters. For more information, call the Finance Office at 409-984-6127 or 409-984-6126. A payment schedule for the optional payment plan is available upon request.

Refunds

Students may request a refund of tuition and/or fees for dropped courses or withdrawal from Lamar State College Port Arthur. Refunds are calculated as a percentage of total fees assessed, not as a percentage of partial payments on installments.

Refunds are generally processed at the end of the second week past the 12th class day for fall and spring semesters, and two weeks after the 4th class day for summer sessions.

Refund for Dropped Course(s)

Students who drop courses during the drop period will receive a refund on tuition and fees, based on the following schedule:

Sixteen Week Semester (Fall and Spring Semesters)
During class days:
1. One thru twelve ......................... 100% of total fees
2. After the twelfth class day .......... No refund

Twelve Week Semester (Accelerated Semesters)
During class days:
1. One thru twelve ......................... 100% of total fees
2. After the twelfth class day .......... No refund

Eight Week Semester
During class days:
1. One thru twelve ......................... 100% of total fees
2. After the twelfth class day .......... No refund

Six Week Semester
During class days:
1. One thru four ........................... 100% of total fees
2. After the fourth class day ............ No refund

Mini Semester
During class days:
1. One thru three ........................... 100% of total fees
2. After the third class day .............. No refund
In order to receive a refund for dropped courses, a student must remain enrolled in the LSCPA. If a student withdraws, after having previously dropped one or more courses, no refunds will be given for the dropped course(s). Students should review Six Drop Rule to understand the limits regarding dropped courses.

**Refund for Withdrawal**

Students officially withdrawing during the refund period will receive a refund for tuition, Student Center Fee, Student Services Fee, course fee, laboratory fee, Library Use Fee, private lesson fee, and Technology Service Fee according to the refund schedule below.

Refunds are awarded based on the following schedule:

**Semester Length (9 to 16 or more weeks)**
1. Prior to the 1st class day.................100% (less $20 matriculation fee).
2. During the 1st five class days............80% of total fees.
3. During the 2nd five class days..........70% of total fees.
4. During the 3rd five class days..........50% of total fees.
5. During the 4th five class days...........25% of total fees.
6. No refunds after the fourth five class days.

**Semester Length (5 to 8 weeks)**
1. Prior to the 1st class day.................100% (less $20 matriculation fee).
2. During the 1st, 2nd or 3rd class day 80% of total fees.
3. During the 4th, 5th or 6th class day 50% of total fees.
4. 7th class day and after ..................No refund.

**Semester Length (4 weeks)**
1. Prior to the 1st class day...............100% (less $20 matriculation fee).
2. During the 1st and 2nd class days...80% of total fees.
3. During the 3rd and 4th class days..50% of total fees.
4. 5th class day and after ..................No refund.

**Semester Length (2-3 weeks)**
1. Prior to the first class day.............100% (less $20 matriculation fee).
2. On the first class day ..................80% of total fees.
3. On the second class day .................50% of total fees.
4. Third class day and after ..............No refund.

Withdrawing from the College does not relieve a student of financial obligations under the Installment Payment Agreement or for any student loans as these are the student’s legal financial commitments. Refunds will be processed in accordance with the published schedule.

**Federal Financial Aid Refunds**

Students who withdraw prior to completing 60% of the semester and who are receiving or have received financial assistance (grants, loans, scholarships), all or a portion of the aid received will be returned to the appropriate financial aid source.

Students who withdraw before completing 60% of a semester must repay unused aid to the federal government and Lamar State College Port Arthur.

Recipients who withdraw before the 60% of a course is complete will have returns calculated according to the Return of Federal Title IV Guidelines.

During the 2019-2020 academic year, 60% of the session is complete on:

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<td>Summer III, 2020</td>
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All other applicable refunds will be calculated according to the Refund Policy as outlined in the above schedule. In allotting the refunds to specific programs, the College will practice a “Fixed Priority Allocation.” The list below indicates the priority in which programs will be refunded. The full amount received under each program is returned in the priority order until the refund amount is exhausted.

The amount returned to a specific program cannot exceed the amount the student received from that program. The Director of Student Financial Aid may exercise professional judgment in exceptions to the distribution hierarchy policy.

**Refund Priority**

1. Federal Pell Grant
2. SEOG (Student Educational Opportunity Grant)
3. Federal Student loans, other Title IV programs
4. LEAP
5. TPEG short-term loans
6. TPEG (Texas Public Education Grant)
7. Other State Financial Aid Programs
8. Departmental budgeted funds
9. Restricted scholarship funds

**Tuition Exemptions**

The State of Texas allows certain students to be exempt from paying all or a portion of tuition and fees. Students should contact the Financial Aid Department for more information. For a complete list of exemptions visit [www.collegefortexans.com](http://www.collegefortexans.com).

**Valedictorians**

The valedictorian in the graduating class of a fully-accredited Texas high school is exempt from tuition for two regular semesters immediately following
graduation. The exemption is for highest ranking high school graduate, which can be found at http://www.collegeforalltexans.com/apps/financialaid/tofa2.cfm?ID=431.

Details may be obtained from the Admission Advising Office.

Veterans (Hazelwood)

Persons who were citizens of Texas at the time of entry into the Armed Forces and who are no longer eligible for federal educational benefits (including Pell Grants) are exempt from tuition and laboratory fees, Student Center and Technology Service Charge fees. This applies to those who served in World War II, the Korean Conflict or the Vietnam War, and were honorably discharged. This exemption also applies to those veterans who entered service after January 1, 1977, and did not contribute under the VEAP program. To obtain this exemption, necessary documents must be presented prior to registration and approval obtained from the Office of Veterans’ Affairs.

The above exemption also extends to children of members of the Armed Forces who were killed in action or died while in the service of World War II, the Korean Conflict, or the Vietnam War.

Students must provide a copy of their separation papers (DD 214) and a letter from the Veterans Administration stating that they have no remaining federal education entitlements (G.I. Bill).

Students who expect to attend under some veterans’ benefit plan should contact the Office of Veterans’ Affairs 60 to 90 days prior to registration. The Office of Veterans’ Affairs advises veterans on program and training opportunities and provides academic assistance and counseling. Veterans interested in information in these areas should visit this office in the Student Services Building.

Louisiana Residents

In accordance with H.B. 1836 enacted in 1995 by the Texas Legislature, the Texas non-resident tuition fee does not apply to a nonresident student who is a resident of Louisiana in a county immediately adjacent to Texas. A Louisiana resident enrolling at the Lamar State College Port Arthur shall pay tuition and fees equivalent to the amount charged a Texas resident.

Proof of residency must be provided and approved to be eligible for this exemption.

Out-of-State Students

Consult the Residency Coordinator in the Admission and Records Office concerning legal requirements for eligibility of tuition at the in-state rate.

Proof of Residency

The Admission and Records Office determines the residence status of students for the purpose of tuition as set forth by the Texas Education Code and the Rules and Regulations for Determining Status of the Texas Higher Education Coordinating Board and college regulations. Students classified as Texas residents must provide documentation showing the applicant’s name (or parent’s name if residency is based on a parent) with a Texas residency and dated one year prior to registration.

Fees

Students will be charged an Administrative Computer Fee, a Student Service Fee and an Endowed Scholarship Fee in addition to tuition. The amount of these fees varies based on the number of semester credit hours a student is taking. Other fees, such as a Student Center Fee, a Recreational Sports Fee, a Transcript Fee and those for student photo identification and late registration, are for fixed amounts. Descriptions of common fees appear below.

The College reserves the right to change fees in keeping with acts of the Texas Legislature and The Texas State University System Board of Regents.

Administrative Computer Use Fee

The Administrative Computer Use Fee supports the administrative mainframe computer and the academic mainframe computer. The current rate is $20.57 per semester credit hour.

Athletic Fee

The Athletic Fee supports intercollegiate athletic programs administration, staffing and activities related to participation in NJCAA (National Junior College Athletic Association) competition.

The current rate is $11.37 per credit hour in fall and spring semesters and $5.69 per credit hour during summer terms.

Breakage or Damage Fee

The College will make a special assessment against any student responsible for the breakage of supplies or equipment, loss of instructional equipment or other college property.
Library fines, charges for breakage or loss of equipment or to other charges must be paid before a transcript of credit or a permit to re-enter the College will be issued.

**Verification of Identity Fee**
Currently, the only Lamar State College Port Arthur students required to pay an additional charge for verifying identity are those students enrolled in RNSG 1300 and 1311. These students register for proctored final examinations in each course at a cost of $25 per exam.

**Institutional Service Fee**
The Institutional Service Fee includes incidental fees combined to support the operations of the College. This combined fee includes what was once the computer use fee, library fee, identification card fee, transcript fee and endowment fee. The current rate is $29 per semester credit hour.

**Laboratory Fee**
A Laboratory Fee is charged each semester for courses with a laboratory credit. The laboratory fee is $4 per course per semester.

**Late Registration Fee**
A charge of $10 is made for late registration.

**Matriculation Fee**
A matriculation fee of $20 will be incurred by students who withdraw prior to the first day of class. This $20 fee will be deducted from refunds.

**Miscellaneous Fees**
- Associate Degree Diploma.............................................$15
- Certificate of Completion .............................................$15
- Cap and Gown Fee ......................................................$37.98
- Advanced Standing Examination (per course).............$25
- Lost Photo ID ..............................................................$5
- Online Learning Fee.....................................................$50

**Parking Fee**
Charges for parking on campus are made at registration.

Parking fees for cars and trucks are:
- Fall Semester .........................................................$40
- Spring Semester ..................................................$35
- Summer Sessions.....................................................$30

Parking fees for two or three wheeled vehicles are:
- Fall Semester .........................................................$8
- Spring Semester ..................................................$5
- Summer Sessions.....................................................$3

Parking fees allow the use of parking facilities on the Lamar State College Port Arthur campus only.

**Recreational Sports Fee**
The Recreational Sports Fee supports the operations of the Carl A. Parker Multipurpose Center. The current rate is $2.00 per semester credit hour.

**Reinstatement Fee**
A student seeking reinstatement to the College after withdrawing without paying the full amount of tuition and fees due, or after having been denied credit for work done for failure to pay an installment payment or late payment fee must pay a $50 Reinstatement Fee plus the past due installment payments and late payment fees.

The Reinstatement Fee also will be charged for classes dropped for non-payment. The fee will be assessed only to students who re-enroll for the same term.

**Remedial Course Fee**
After a student exceeds the state-mandated limit of 27 semester credit hours of remedial courses, the College may charge an additional fee for further remedial courses.

**Repeated Course Fee**
Students may be charged out-of-state fees for courses repeated more than twice.

**Returned Check Fee**
Checks written in payment of registration fees and are returned to the College due to insufficient funds will result in a $25 check charge plus a $10 late registration fee or a $15 installment late penalty. Obligations paid by an insufficient funds check are considered delinquent. A student who fails to make full payment of tuition and fees, including any incidental fees, by the due date may be prohibited from registering for classes until full payment is made.

**Returned Direct Deposit Fee**
In an effort to reduce costs and increase efficiency, the Texas State University System has mandated that the use of manual/paper checks be discontinued.

Students are required to establish a checking / savings account in their name to receive refunds by Direct Deposit. If an e-refund is returned from the student’s banking institution and the bank reports the ‘Account Closed’, ‘Unable to Locate’, ‘Invalid Account Number’, etc., there will be a $25 charge
deducted from the refund each time the refund is returned.

**Senior Citizens Exemption/Waiver**

Senior citizens, 65 years of age or older, may apply for a tuition waiver if they are 1) 65 years of age or older, 2) apply for admission and be accepted, 3) register for class(es), 4) provide the Registrar with proof of senior citizen status (age), and 5) complete the tuition waiver form each term and prior to the first day of class. The student must stay in Good Academic Standing at LSCPA while using the Senior Citizen Waiver/Exemption. LSCPA may allow a senior citizen to enroll for credit in up to six semester credit hours of courses each semester or summer term without payment of tuition if space is available.

LSCPA may allow a senior citizen to enroll for credit in up to six semester credit hours of courses each semester or summer term without payment of tuition if space is available.

**Student Center Fee**

The Student Center Fee supports the programs, administration, staffing and services related to the Student Center and its programs. The current rate is $2 per semester credit hour.

**Student Identification Fee**

The Student ID fee is included in the Institutional Service Fee. If a Student ID is lost or stolen, a replacement card must be purchased for $5.

**Student Service Fee**

The Student Service Fee supports student activities such as student organizations, extracurricular activities and other administrative student support services. The current rate is $5 per semester credit hour.

**Transcript Fee**

A Transcript Fee is included in the Institutional Service Fee. Upon official request, students may receive one official transcript per semester. Additional transcripts are $5.00 per official transcript.

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**Tuition Rebates for Students Earning a Bachelor’s Degree**

Students who earn a bachelor’s degree from a Texas university may qualify for a tuition rebate of up to $1,000 if they earned no more than three semester credit hours of credit beyond what is required for their degree. Although the rebate is not granted to students earning a certificate of completion or associate degree, students may qualify if they later transfer their credits to a university and complete a baccalaureate degree.

To be eligible, all four of the following criteria must be met:

1) The student must have enrolled for the first time in a higher education institution in the fall 1997 semester or later.

2) The student must request a rebate for work related to a first baccalaureate degree received from a Texas public university.

3) The student must have been a resident of Texas, must have attempted all coursework at a Texas public higher education institution and have been entitled to pay resident tuition at all times while pursuing the degree.

4) Students must have attempted no more than three hours in excess of the minimum number of semester credit hours required to complete the degree under the catalog under which they were graduated. Hours attempted include transfer credits, credit by examination, courses dropped after the official census date, for-credit developmental courses, optional internship and cooperative education courses and repeated courses. Courses dropped for reasons determined by the institution to be totally beyond the control of the student will not be counted. Co-enrollment and ROTC course hours do not count against this program. Students who transfer to a Texas university to complete a bachelor’s degree are responsible for providing the university with official transcripts from all institutions attended previously. Rebate request forms and details about the program are available through the university granting the baccalaureate degree.
Summer 2020 Semesters
(Summer I, Summer II, and Summer III Semesters)

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<th>SCH</th>
<th>Tuition Texas</th>
<th>Tuition Non-Texas</th>
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<th>Student Center</th>
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Tuition and fees are subject to change by action of the Board of Regents or the Texas State Legislature.

Fall 2019 and Spring 2020 Semester

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Debt
Lamar State College Port Arthur is not responsible for debt contracted by individual students or student organizations and will not act as a collection agency for organizations, firms or individuals to whom students may owe bills.

Students and student organizations are expected to honor contractual obligations promptly, but in case
of flagrant disregard of such obligations, the Business Office or the designated representative will take appropriate action. After the 12th week in the long semester and the fourth week in the summer term, failure to pay all fees by the specified date will result in suspension at the end of the current semester and may include (a) denial of readmission, (b) withholding of grades and transcripts, and (c) withholding of degree.

Delinquent Accounts
Delinquent accounts to the College will be sent to a collection agency and reported to credit bureaus. All costs of collections are paid by the student which is generally an additional 33.333% of the student’s obligations to the LSCPA.

Delinquent accounts sent to a collection agency will be reported to the credit bureau. Delinquent accounts must be paid to the collection agency. Payment cannot be accepted by the Lamar State College Port Arthur if the account has been forwarded to a collection agency.

A student who has a delinquent account may not receive an official academic transcript or diploma until the account is paid in full.

Financial Aid

Director: Sharon Thibodeaux
Office: Student Center
Address: 1800 Procter Street, Office 304, Port Arthur, TX 77641
Phone: (409) 984-6200
Email: thibodeauxsd1@lamarpa.edu

Financial assistance in the form of 1) scholarships, 2) grants, 3) loans and 4) employment is available to a number of qualified students.

Interested students should visit the Student Services office or my.lamarpa.edu for additional information.

Apply for Financial Aid
Students that want to apply for grants, loans or college work-study employment must complete the Free Application for Federal Student Aid (FAFSA) and the LSCPA Financial Aid Supplement to determine the degree of need.

Students should complete the FAFSA online before the April 1st priority deadline. Processing requires four to six weeks. Students planning to meet the April 1st priority deadline should complete the FAFSA by October 1st.

The College considers an applicant’s degree of need before awarding financial aid. New and continuing students must meet Satisfactory Academic Progress (SAP) criteria according to standards established by federal regulations for continued eligibility.

The amount and type of assistance is determined by the Financial Aid Office. Notification of awards is mailed during late spring and early summer.

The College will continue to award aid as long as funds are available. However, the most desirable types of aid normally are expended early. So, students should make every effort to meet the April 1st deadline.

Students applying for scholarships must complete the Application for Scholarship for Lamar State College Port Arthur that is available in the Admission Office and on the website. High school seniors should meet the April 1st deadline to be given first priority. All other scholarship applicants should meet the June 15th deadline for the following academic year.

Qualifications
Students applying for need-based grants, loans or work-study employment must have their eligibility established by the Free Application for Federal Student Aid.

Scholarship awards to entering freshmen are determined by the applicant’s high school class rank and/or financial need. Freshmen may be able to obtain required forms from their high school counselors or directly from the Financial Aid Office.

Scholarship awards for upperclassmen are determined by their cumulative grade point average at the college level. Scholarship applicants must have at least a 2.5 grade point average to be eligible for a college administered scholarship. Current students may obtain the forms from the Admission Advisors Office in the Student Center. Students must reapply annually to be considered for continued assistance.

Satisfactory Academic Progress (SAP)
Lamar State College Port Arthur is required by the Federal Law (668.34) to define and enforce the standards of Satisfactory Academic Progress in measurable standards to determine a student’s