

**BERKELEY COLLEGE  
UNDERGRADUATE TUITION FREEZE POLICY**

**Scope & Purpose**

This policy establishes the terms under which full-time students enrolled in undergraduate degree programs may lock in their full-time tuition rates (excluding fees). It does not apply to part-time tuition and fees; part-time students will be charged the prevailing rate. This policy is effective beginning with new students enrolling Fall 2025 and is subject to change in the future.

**A. Eligibility**

Full-time tuition rates shall not increase for a student who maintains full-time or part-time continuous enrollment in an undergraduate degree program.

**B. Re-Enrollment After Leaving**

Any student who leaves their program for at least one semester and later returns shall be subject to the prevailing full-time tuition rate at the time of re-enrollment.

**C. Military and Veteran Students**

Military and veteran students who leave their program for active duty shall be considered continuously enrolled during their period of active duty for purposes of this policy.

**D. Procedures for Determining Eligibility**

(1) The Student Accounts Office shall review all pertinent information concerning each reactivated student enrolled full-time in an undergraduate degree program, to determine whether such student is eligible for a tuition freeze and to verify that the student is charged the correct rate.

(2) As an additional control, the Student Accounts Office will (a) create a query that identifies students who were enrolled full-time in undergraduate degree programs prior to the previous semester and (b) compare the resulting list to the assessment report to identify any possible errors.

**E. Questions**

Students should contact the Student Accounts Department in person, by email, or by phone if they have questions or need further information.

Email SAOnline@BerkeleyCollege.edu

Phone 973-200-1150