

**VALLEY COLLEGE**  
**Student Catalog Addendum**  
**Tuition and Fees Information**  
**Martinsburg, Beckley, Princeton**  
**Effective Date of Catalog:** October 1, 2018  
**Date of Catalog Addendum:** October 5, 2018

***Part 1a: Tuition Information for current Diploma and Degree programs***

Program Name	Location	Credential	Program Length in Months	Semester Credits	Registration Fee	Tuition/ Academic Year	Number of Academic Years	Lab Fees	Graduation Fee	Total Costs for Tuition and Fees
Heating, Ventilation, and Air Conditioning	Martinsburg	Diploma	9	36	\$50	\$14,925	1	\$500	\$100	\$15,575
Medical Clinical Assistant	Martinsburg Beckley Princeton	Diploma	10	38	\$50	\$14,925	1	\$500	\$100	\$15,575
Medical Administrative Assistant	Online	Diploma	9	36	\$50	\$14,925	1	\$500	\$100	\$15,075
Medical Front Office, Billing and Coding	Online	Diploma	9	36	\$50	\$14,925	1	\$500	\$100	\$15,075
Cybersecurity	Online	Associate	15	60	\$50	\$14,925	2	None	\$100	\$30,000
Cybersecurity	Online	Bachelor	34	120	\$50	\$14,925	4	None	\$100	\$59,850
Business Administration	Online	Associate	16	60	\$50	\$14,925	2	None	\$100	\$30,000
Business Administration	Online	Bachelor	34	120	\$50	\$14,925	4	None	\$100	\$59,850
Health Services Administration	Online	Associate	16	60	\$50	\$14,925	2	None	\$100	\$30,000
Health Services Administration	Online	Bachelor	34	120	\$50	\$14,925	4	None	\$100	\$59,850

Online programs are administrated by Valley College – Martinsburg. Tuition Effective Date: September 10, 2018

Valley College accepts Cash, Check, Money Order, Discover, Visa, and/or MasterCard to cover fees, uniforms, medical supplies, tuition, and/or textbooks.

The Graduation Fee is paid by all graduates of diploma and degree programs for graduation processing, which includes exit interviews, file close out, transcript processing, diploma processing, and graduation ceremony; failure to attend ceremony is not grounds for waiver of fee.

Explanation of Fees and Costs not shown on the table above:

Textbook prices are subject to change. Valley College estimates that textbooks costs are approximately \$955 to \$2509 per academic year depending on the program. Supplies such as printer cartridges, pens, pencils, notebooks, and paper are not included in tuition and fees. Textbook information is posted on the Valley College Website at <http://www.valley.edu/consumer-information/> (Look for [Valley College Book List by Course](#)). Students have the option of ordering textbooks on their own.

**MCA Students only:** A MCA Kit Fee is a charge that includes Valley College uniforms, stethoscope, and blood pressure cuff that must be purchased through the college (approximately \$175). The students are also personally responsible for the cost incurred to obtain their state criminal background check, 10-panel rapid (observed) drug screening, any necessary inoculations, and the Basic Life Support certification prior to the Externship course. The approximately cost is \$175. If a student is required by the externship/clinical site to have personal medical/health insurance, the student is personally responsible for obtaining the insurance coverage and any associated costs.

#### Course Retake Fee:

If a student enrolled in a diploma or degree program must retake a course because he or she received a grade of “WF” or “F,” he or she will be charged a flat rate of \$300.00 for a course retake fee when he or she repeats that course. If he or she drops from his or her program before retaking the course, his or her account will be refunded as per the Valley College Refund Policy.

A student who receives a grade “I” (incomplete) for a course will not be charged extra tuition as long as the course is completed by the end of the incomplete period. If the student fails the course, the student will be charged a course retake fee when he or she repeats that course.

#### Transcripts:

Effective in May 2018: Valley College Transcript Request forms are available at <https://www.valley.edu/catalog/>

Transcript Request Fee is as follows: The transcript process fee is \$10.00. A student must be in good financial standing at the time of the request before a transcript will be released.



PROGRAMS WHY VALLEY COLLEGE? VALLEY ONLINE SCHOOL ADMISSIONS FINANCIAL AID BLOG LOCATIONS MAKE A PAYMENT  
REQUEST TRANSCRIPT PRIVACY POLICY CATALOG CONSUMER INFORMATION CONTACT US SITEMAP

### Part 1b: Tuition Information for the Certificate programs

Tuition and Fees for Certificate Program							
Program	Semester Credits	Registration Fee	Tuition	Lab Fees	Nursing Assistant Kit	Book Cost	Total Costs
Nursing Assistant (CNA)	0	\$50	\$2,345	\$215	\$207	\$178	\$2,995

Nursing Assistant Total Cost was revised on 9-24-2014 and Tuition, Fees/Kits costs were revised on April 14, 2014

NA (CNA) Students only: The Lab fees also include a NA Kit (Valley College uniforms, stethoscope and blood pressure cuff, and name badge) and textbook. Supplies such as pens, pencils, notebooks, and paper are not included in the tuition and fees. The students are personally responsible for the cost of a criminal background check, drug screening, and any necessary inoculations prior to acceptance in the program.

Valley College recommends that all students carry personal medical/health insurance during their externship/clinical experience. If a student is required by the clinical site to have personal medical/health insurance, the student is personally responsible for obtaining the insurance coverage and any associated costs.

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