



Executive MBA Tuition Opt-Out Request

According to the Department of Education's Cash Management Regulations: Under proposed §668.164(c)(2), if an institution includes the costs of books and supplies as part of tuition and fees it must separately disclose those costs and explain why including them is in the best financial interests of students.

Marquette University provides all books, cases and articles to the students in the Executive MBA Program. These materials are delivered to the students prior to the start of each term. The total cost of books, cases and articles is approximately \$2,000 per student over the 4 semester program. While students could purchase these materials directly from the vendor it is usually at a higher cost (for example, Harvard Business Publishing cases sold directly to the student would be 67% higher). However, each student has the right to opt out of the all-inclusive tuition rate and purchase the materials on their own. Students will receive a \$500 credit per semester if they chose to purchase their own materials. A student who takes this option does so for the entire program (i.e., you can't opt in or out by term). Students that opt out are responsible for locating and purchasing all materials prior to class deadlines and are responsible for paying all copyright charges according to current copyright laws.

I understand the terms of the opt out and would like to participate in this option. I understand that the following is true:

- I will not be able to join in any group discounts that may apply to Marquette University.
- My actual costs for books and supplies during the program may be higher or lower than the budgeted \$2,000.
- I will receive a \$500 tuition credit per semester.
- I will be under this option for the *entire* program (i.e., I cannot opt in or out by term).
- I am responsible for locating and purchasing all materials prior to class deadlines and are responsible for paying all copyright charges according to current copyright laws.

Student Signature

Date signed

Please sign, date and return to Dr. Jeanne Simmons, Associate Dean, Marquette University, PO Box 1881, Straz Hall, Suite 275, Milwaukee, WI 53201-1881 or scan and email to Jeanne.Simmons@Marquette.edu. Questions please call 414.288.7145.