



# BOSTON ARCHITECTURAL COLLEGE

## FALL 2017 REGISTRATION - Online Master of Architecture

Registration for the Fall 2017 semester will be Tuesday, April 18 through Friday, May 5. Please review the following information prior to the start of the registration period.

Fall course information is available to view in Self-Service. You may register directly through [Self-Service](#) starting April 18. Prior to registering, we encourage you to speak with the Dean of your program regarding class selection. You may also visit our website for curriculum information pertaining to your [program](#).

We strongly recommend that you register for all of your fall courses during this registration period, as classes tend to fill up quickly. To be added to a waitlist, please email an [add/drop form](#) to [registrar@the-bac.edu](mailto:registrar@the-bac.edu) and specify you wish to be added to the waitlist.

Registration information can be found [here](#) and Self-Service directions are available [here](#). Should you have any other questions about the registration process, our office is here to help! We look forward to working with you during the upcoming semester.

Sincerely,  
Student Services

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## TUITION AND FINANCIAL AID INFORMATION

### TUITION AND FEES

Tuition charges are based on your registration. We encourage you to review the listing of 2017-2018 [tuition and fees](#), along with [refund policies](#), prior to registration. Included in your fees will be a non-refundable Registration Fee.

Bills for tuition will be available on May 15. An email notification will be sent alerting you that your bill is available in Self-Service. Paper statements will also be post-mailed to your current address. Payment will be due by June 15. For more information regarding [payment options](#) and [late payments](#), please visit our website.

Registrations not completed online by May 5, will need to be submitted manually to the Registrar's Office and will be subject to a Late Registration Fee of \$100. Registrations received after May 14 will be billed within 1-2 business days and payment will still be due June 15. After June 15 payment will be due at the time of registration.

### FINANCIAL AID

Students receiving financial aid must have their financial aid fully approved prior to the billing deadline. Fully approved financial aid will appear as Anticipated Aid on your student account. If you have not already done so, you may still apply for financial aid by completing a [FAFSA](#) for the 20172018 academic year.



### IMPORTANT DATES

April 18  
*Fall Registration Begins*

May 5  
*Fall Registration Ends*

May 15  
*Fall Tuition Bills Available*

June 15  
*Fall Tuition Payments Due*

August 1  
*Fall Semester Begins*

August 12  
*Fall Intensive Begins*

Our full [academic calendar](#) is available on our website.

### CONTACT INFORMATION

#### Architecture Offices

Dean of the School of Architecture  
Karen Nelson:  
[karen.nelson@the-bac.edu](mailto:karen.nelson@the-bac.edu)

Coordinator of Education – Distance Programs  
Meghan Lopes:  
[meghan.lopes@the-bac.edu](mailto:meghan.lopes@the-bac.edu)

#### Administrative Offices

Registrar's Office  
[registrar@the-bac.edu](mailto:registrar@the-bac.edu)  
617.585.0135

Bursar's Office  
[bursar@the-bac.edu](mailto:bursar@the-bac.edu)  
617.585.0115

Financial Aid Office  
[finaid@the-bac.edu](mailto:finaid@the-bac.edu)  
617.585.0125

Students in the Master of Architecture program receiving federal financial aid must be enrolled in a minimum of 4.5 academic credits that apply towards their degree requirements in semesters where they are receiving federal aid. Failure to enroll in the minimum required credits will result in the cancellation of federal aid. Failure to attend or complete courses in which you are enrolled may result in the reduction or cancellation of your federal aid. Graduate students are awarded Direct Federal Loans to cover their tuition and anticipated fees. Students may be able to borrow additional funds for any direct costs or education related expenses, such as Intensive Week costs.

Students who anticipate taking out private student loans are advised to apply for such loans as early as possible. Private student loans must be fully approved and certified by the school before they can be used for registration clearance.

The Financial Aid Office is happy to support students who need assistance with their financing options, so please don't hesitate to contact us with any questions.

## TUITION REFUND INSURANCE

Tuition Refund Insurance is billed to all students with the option to waive each semester. Under this insurance policy if you are unable to complete the semester due to a covered medical reason, you may be eligible to receive a full refund of all of your tuition and fees even though the school's policy will no longer grant a refund. Consider protecting your investment in your higher education. For more information or to process your waiver, go to [www.gradguard.com/distance](http://www.gradguard.com/distance). Waivers must be submitted by the billing deadline of June 15, 2017.

## INTENSIVE WEEK

The Intensive Week will take place at the BAC campus August 12-19. Students are responsible for securing their own housing during this week. To help assist students with housing needs, the BAC has partnered with the following hotels:

**The Midtown Hotel**, 220 Huntington Avenue Boston, Massachusetts, MA 02115,  
Phone: 617-262-1000 or 800-343-1177, <http://www.midtownhotel.com/>

- Room rate: Standard, two double beds = \$189.00 plus tax.
- Block Name: BAC Intensive Program
- Block Code: BACINTENSIVE
- Deadline: the deadline for reserving a room at the reduced rate is July 28, 2017.

**The Colonnade Hotel**, 120 Huntington Avenue, Boston, MA 02116  
Phone: 617-424-7000 or 800-962-3030, <http://www.colonnadehotel.com>

- Information TBA

**The Hilton Back Bay Hotel**, 40 Dalton Street, Boston, MA 02115  
Phone: 617-236-1100, [Hilton Back Bay Hotel](http://www.hilton.com/backbay)

- Room rates are as follows:
  - Single Rate: \$229.00 plus tax
  - Double Rate: \$229.00 plus tax
  - Triple Rate: \$249.00 plus tax
  - Quad Rate: \$269.00 plus tax
- Block Name: Boston Architectural College
- Deadline: the deadline for reserving a room at the reduced rate is July 13, 2017.

If you wish to share a room, we encourage you to visit our [Distance Facebook Group](#) and post your search for a roommate. Unfortunately, the BAC is not allowed to give out a student's private information to others.

For questions regarding housing please contact the *Coordinator of Education – Distance Programs*, at 617.585.7390 or [meghan.lopes@the-bac.edu](mailto:meghan.lopes@the-bac.edu).

