May 2025

Act 69 of 2024 Higher Education Fee and Cost Transparency

PENNCO TECH – BRISTOL, PA

The purpose of this document is to provide transparency with all mandatory fees that are assessed to prospective and enrolled students. Each mandatory fee is listed on this document along with a description of the fee, the cost or budget areas in which the funds will be utilized, as well as how the fees are collected.

Any questions regarding information on this form can be directed to Pennco Tech's Business Office or emailed to bursarpa@penncotech.edu.

Application Fee

- **Description**: A $25 application fee is assessed to all applicants, which is used for administrative and software costs incurred during the application process. This is a non-refundable charge.
- **Allocation (Use)**: Funds collected from this fee are first used to cover transcript records retrieval costs charged to Pennco Tech, as this is a service the school performs on behalf of the student. Funds collected from this fee can also be used to offset costs for the Anthology Reach and Document Signature software used by the school during the application process.
- **Collection:** The application fee is collected at the time of application submission.

Enrollment Fee

- **Description**: A $100 enrollment fee is charged to all students enrolling into the institution. The enrollment fee covers administrative and software costs related to processing an enrollment. This is a non-refundable charge.
- **Allocation (Use):** Funds collected from this fee are allocated to various processing functions starting with software costs such as Anthology Student, which hosts and processes data throughout the student's lifecycle, as well as document signature software which is used for signing the enrollment package documents. Funds are also allocated to providing full on-site Financial Services staff to assist onboarding students throughout the enrollment process.
- **Collection**: The enrollment fee is charged on the first day of a student's program.

Technology Fee

- **Description**: A $150 technology fee is charged to all students to help cover the network and connectivity equipment and services. If a student withdraws, the amount is refunded based on scheduled hours completed.
- **Allocation (Use)**: Funds are first allocated to the school's Library Resource budget, which provides computer equipment and library resources for students' use on our campus. This includes: internet access, internet equipment, books and e-books for use in library. Funds are also allocated to student portal and for the software system configured for make-up time recording.
- **Collection**: The fee is charged on first day of program.