

MASSACHUSETTS GENERAL HOSPITAL CPE CENTER FINANCIAL POLICY

PURPOSE

To assure that the Massachusetts General Hospital CPE Center CPE program addresses fees, payment schedule, refunds, stipends, benefits, and responsibilities.

POLICY

It is the policy of the Massachusetts General Hospital CPE Center that students be fully informed of their financial responsibilities before committing themselves to the program. It is the policy of the MGH CPE program to charge \$1500 tuition for CPE residency in addition to the application fee of \$75. MGH CPE charges \$1000 for a Summer Intensive CPE unit, in addition to the application fee of \$75. Registration of credit of the CPE unit (credit with ACPE, or credit with the student's seminary or divinity school) or the educator's written evaluation may be withheld pending payment of all fees.

PROCEDURE

- **Application fee**
The application fee of \$75 is included with application materials. All application fees are non-refundable.
- **Acceptance fee**
A non-refundable deposit of \$200 is due upon acceptance into the residency to hold a place. This deposit will be refunded only if the CPE program is canceled. This acceptance fee is deducted from the student's tuition.
- **Tuition**
The remainder of the tuition is due in the first week of the unit. There are no funds to cover grants, stipends, or tuition reductions. In circumstances of severe need, the student negotiates a payment plan with the Director of CPE. This plan is committed to writing and the student and the Director of CPE sign prior to the program's beginning.
- **Refunds**
Both the \$75 application fee and the \$200 deposit due on acceptance into the program are non-refundable. In the unlikely circumstance that the site could not offer a fully accredited unit of CPE the acceptance fee of \$200 would be refunded.

If a student voluntarily leaves the CPE program before completion of the unit, tuition will be refunded according to the following schedule:

during the first week of the unit	\$700
during weeks 2-3 of the first unit of the residency	\$250
during and following week 4 of the first unit of residency	\$0

If the CPE educator asks a student to withdraw from the program, no refund will

be issued. Unless a tuition refund is granted, the CPE student is liable for the whole of the agreed upon tuition, regardless of whether the student successfully completes and receives credit for the unit.

Stipend

There is a \$46, 696 stipend for each resident. There is no stipend for interns.

I have read and agree to the terms of the financial policy at the MGH CPE Center.

SIGNATURE

DATE