

Finances

The following estimates for the 2014 D.Min. Cohort are based on a 30-credit hour program. Annual tuition increases are linked to the inflation rate. This estimated tuition schedule is based on the 2013-2014 tuition rate of \$660 per credit hour and assumes a 3 percent annual increase. An annual Aquinas Institute technology fee applies. Travel, room and board, textbooks, and elective tuition figures all are listed only as tentative estimates. Clearly, travel expense is subject to fares and distance. Computer costs and internet access fees are not listed but are understood to be the student's responsibility.

Year I (Summer 2014 - Spring 2015)		
Out of town students: \$6,605		
Local commuting students: \$4,900		
Item	Cost (in \$US)	
	with Room & Board	for Local Commuters
Orientation fee	\$245	\$60
Tuition: 6 core credits @ \$660/cr.	\$3,960	\$3,960
Intensive Study Weeks (2) fee	\$810	\$190
Books: 2 courses @ \$150/course	\$300	\$300
Student Services Fee	\$390	\$390
Travel: 3 trips to St. Louis @ \$300/trip	\$900	

Year II (Summer 2015 - Spring 2016)		
Out or town students: \$6,180		
Local commuting students: \$4,960		
Item	Cost (in \$US)	
	with Room & Board	for Local Commuters
Tuition: 6 core credits @ \$680/cr.	\$4,080	\$4,080
Intensive Study Weeks (2) fee	\$810	\$190
Books: 2 courses @ \$150/course	\$300	\$300
Student Services Fee	\$390	\$390
Travel: 2 trips to St. Louis @ \$300/trip	\$600	

Financial Aid

Limited financial aid is available. Some students are able to share costs or seek reimbursement for tuition from congregations or other church bodies. Application for financial aid is made in consultation with the Director of Admissions.

Financial Policies for Aquinas Institute Cohort Programs

For the several Cohort Programs of Aquinas Institute of Theology there are two semesters a year. Fall Semester is from July 1st through December 31st; Spring Semester is from January 1st through June 30th. Students register for courses for a full semester at a time. The schedule for each Cohort Program indicates the *start* date of each class, Intensive Seminar, other study periods, and end date.

The business office of Aquinas Institute posts to student accounts tuition and other fees at the beginning of each semester. Fifty percent of the balance of tuition and fees (after financial aid awards) is required paid prior to the course start date. A payment plan can be negotiated with the business manager of Aquinas Institute for the remaining balance, with accounts to be paid in full by the end of each semester. The registrar will not issue official grades and transcripts for accounts in arrears.

Bills/statements of accounts will be sent to students the first week of each semester, after room and board charges have been determined for intensive seminars, and then at the beginning of each subsequent month for accounts with balances.

If tuition is to be paid by a third party, such as an employer, and grades are needed before the third party will pay, unofficial grades will be released to the student, but the student must notify the Aquinas business office in writing of this situation at the beginning of each applicable semester; an e-mail to Brad Buchek, the Director of Business and Finance, at buchek@ai.edu is acceptable.

Approved withdrawals from a course may entitle a student to a tuition refund. Withdrawals must be initiated with and approved by the Program director and then recorded by the Registrar who will notify the Business Manager to make appropriate adjustments to the student's account. Fees are not refunded for any reason. Refund eligibility and amounts are determined from the start date of a course and the date of the student's initiation of withdrawal. Prior to the end of the second full week from start date, 100 percent tuition is refunded. Prior to the end of the third week, 80 percent of tuition is refunded; prior to the end of the fourth week, 70 percent; prior to the end of the fifth week, 60 percent; prior to the end of the sixth week, 40 percent. After the sixth week from the start date of the class there is no refund. The schedule for each Cohort Program indicates the start date of each class.

Grade Requirement

At the end of the core curriculum and electives, a cumulative grade average of B (3.0) is required for continuance in the program. A grade of C immediately disqualifies a student from continuance. When receiving a B-(2.75) during the cycle of core courses or electives, a student is placed on academic probation for at least one course -- or for two courses if a cumulative grade average of 3.0 has not yet been achieved. If a cumulative average of 3.0 is not achieved by the end of two courses of academic probation, a student is disqualified from continuance.

Admission to Candidacy

When the student has completed twenty-four credit hours of core and elective course work, with at least a 3.0 B average (no pass/fail grades are admissible in required courses), he or she may apply for admission to candidacy. Students seeking admission to candidacy must work with an adviser appointed from the faculty to successfully submit a fifteen-page thesis-project proposal to the professors of the D.Min. Committee, chaired by the D.Min.

Director. Guidelines for the Thesis Project are given in the Doctor of Ministry Handbook and are discussed thoroughly in the Thesis Project Seminar, conducted in conjunction with the second Core Homiletic Seminar. Students are admitted to candidacy by the Dean upon the recommendation of the D.Min. Committee.

Thesis Project

In the Thesis Project Seminar and in writing a thesis-project proposal, each student identifies a need or problem regarding preaching and receives input from faculty and peers about appropriate research methodologies to address the problem. Each student must demonstrate the importance and pertinence of the proposed project, as well as the reasonable expectation of carrying it through to completion. After the thesis-project proposal has been approved by the D.Min. Committee and after the student has been admitted to candidacy, the student may begin work on the Thesis Project itself.

The completed Thesis Project must demonstrate the candidate's ability to identify and critically analyze a specific concern in preaching or the field of homiletics and to develop a constructive theological response to the need through the integration of theory and praxis. The Thesis Project should result in a paper of 100 to 175 pages of publishable quality, to be approved by the candidate's faculty adviser and by another member of the D.Min. Committee. Approved Thesis Projects must be submitted no later than October 1 for December graduation or March 1 for May graduation.

Two bound copies of the approved Thesis Project must be presented to the Director of the D.Min. Program to complete degree requirements. The Dean then submits the name of the student to the faculty for approval for the conferral of the degree Doctor of Ministry.