

To: All MVCTC Students
From: Debbie L. Gossett, Treasurer
Date: July 2010
Re: Student Fees

Congratulations and welcome to the Miami Valley Career Technology Center! Enclosed is detailed information regarding payment of student fees associated with your career technical program. Student fees include: program tech fee, workbooks, tool kits (including safety equipment) and miscellaneous fees for some programs.

A student fee listing for all programs can be found at: <http://www.mvctc.com/futurestudents> . Click on the appropriate year of graduation on the right side of the page to view the fees. Students should not purchase tools before the start of the school year. MVCTC can purchase tools at a lower cost than most individuals. Tool kits are school property until fees are paid.

A required \$50 program fee will be collected at schedule pick-up. Dates for schedule pick-up will be August 3, 4, and 5, 2010. We will be set up in the Student Activity Center to accept payment for your student fees on the above dates. We accept cash, checks, MasterCard, Visa and Discover and for your convenience we have online payment available through our website available August 2, 2010. Payments can also be made at the cashier's window in front of the West Building beginning August 2nd from 9:00 a.m. – 3:00 p.m. and closed for lunch from 12:00 -1:00 p.m. Payments can also be made by phone using a credit card or you can mail the payment to: Attention Cashier, MVCTC 6800 Hoke Road, Clayton, OH 45315. **All checks should be made payable to: Miami Valley CTC.**

Uniforms are required as the dress code for most programs. All uniforms will be ordered through A. E. David Company. Please see the detailed **Uniform Instruction Sheet** enclosed. **Payment for uniforms need to be paid directly to A.E. David Company.** All uniforms are ordered at the time of required payment and fitting. See enclosed schedule for uniform fitting times.

If you have further questions, regarding student fees, please contact Sharon Bergman at 937-854-6286.

Good luck for a most enjoyable and successful year.