

DEADLINES & FEES

When is the deadline to register for a course during the 2024 Spring Term?

The early application deadline for new Visiting Students is **January 9, 2024**.

The add/drop deadline for courses is **January 29, 2024**.

Please note that Housing Requests are due by **January 15, 2024**. (See below for additional information about housing.) ALL Hybrid-Distance, Advanced Degree and Visiting Students are required to fill out a Housing Request Form if attending a class in-person, regardless of whether you will be staying in on-campus housing.

In the case of withdrawal from a course, tuition and technology fee refunds will be made according to the following schedule:

- 100% until one week prior to the first day of the term
- 50% through the end of the first calendar week of the term
- NO refund after the first calendar week of the term
- Housing fees are refundable until two weeks prior to the first day of the scheduled occupancy
- Refectory fees are refundable until two weeks prior to the first day of the residential week

What does it mean to “audit” a course?

A student who audits a course will have a transcript record of his/her attendance in that course, provided the attendance requirements for the course are met*. Students who audit a course may be allowed to participate at the discretion of an instructor. To audit a course, students must first apply to become a [Visiting Student](#) at Nashotah House, register to audit the course, and pay the course tuition and fees.

**Auditors are expected to attend every class period scheduled during the term. Attendance of 90% is required to receive the grade “Audit.” At the discretion of instructors, unannounced and/or unexcused absence from class may result in a withdrawal from the course. Auditors may not bring guests to class.*

What are the fees, and what are they for?

The \$105 Community Life Fee is automatically charged to all students participating in a course with a residential week. This fee is for breakfast and lunch Monday through Friday, one dinner, and other community events during the Residential Week. Students participating remotely may email bursar@nashotah.edu to request a refund for the Community Life Fee.

The \$100 Technology Fee is charged to students enrolled in a course for-credit.

RESIDENTIAL WEEK SCHEDULE

Sunday

4:30 pm Evening Prayer & Mass
5:30 pm Welcome Dinner & Orientation

Monday - Friday

7:45 am Morning Prayer & Holy Eucharist
8:45 am Breakfast & Orientation
9:40 am - 12:30 pm Morning Class Session
12:30 pm Lunch
1:30 - 4:15 pm Afternoon Class Session
4:30 pm Evening Prayer or Evensong

- *Benediction of the Blessed Sacrament (optional) is held on Wednesday immediately following Evensong.*
- *Dinners will be served on Tuesday and Thursday evenings. Meals on Tuesday and Thursday evenings will include the entire campus community.*

HOUSING, MEALS & TRANSPORTATION

Is on-campus housing available?

[Housing Requests](#) must be submitted by **January 15, 2024**. After that time, you may check with our Facilities Manager, [Kelly Medina](#), to see if any housing units are available. Please note that the single dorm-style rooms are very limited. ALL Hybrid-Distance, Advanced Degree and Visiting Students are required to fill out a Housing Request Form if attending a class in-person, regardless of whether you will be staying in on-campus housing. The form also includes information about dietary restrictions and requests for meal accommodations.

Recommendations for off-campus housing?

We have relationships with several local hotels that allow visiting students to book rooms at discounted rates. Let the hotel know you are with Nashotah House when booking your room.

- [Hilton Garden Inn](#)-Pabst Farms in Oconomowoc, 3 miles from Nashotah House
 - Special Rate: \$119/night (King); \$129/night (Double Queen)
- [Holiday Inn Express](#) in Delafield, 4.5 miles from Nashotah House
 - Special Rate: Special Rate: \$105/night (King and Double Queen); \$112/night (Suite)
 - Use Code IPGMN when you call
- [La Quinta Inn](#) in Delafield, 4.5 miles from Nashotah House

- Special Rate: \$90/night for weeknights and \$129/night for weekends
- [Americinn](#) Delafield, 4 miles from Nashotah House
Special Rate: \$75/night

Is the Refectory open during the Spring Term?

The Refectory is open when classes are in session. Delicious, freshly prepared food will be offered buffet-style for breakfast and lunch. Based on the information included in your application materials, our chef will make every effort to accommodate food allergies and sensitivities.

What are my responsibilities in the Refectory?

Eating together is one of the daily disciplines—and one of the real pleasures—that our faculty, staff, and students share with each other. One of the ways students, faculty and staff serve each other is assisting in the clean-up after meals. Each person will have an assigned role on the Dish Rota.

Is dinner provided?

Hors d'oeuvres will be provided at a Welcome Reception on Sunday evening. Dinner will be provided on Tuesday and Thursday evenings for the Nashotah House community. The Nashotah House campus is several miles from the nearest restaurants and grocery stores.

If my family is staying with me, can they eat meals at Nashotah House?

The Community Life Fee only covers the cost of meals for the student. Guests/family may be included for \$105 per person.

Individual Meals may be purchased via debit or credit card from a kiosk in the Refectory.

- Adult: Breakfast \$12, Lunch \$14
- Children under 3-14: Breakfast \$6, Lunch \$7
- Children under 3: no charge

Travel to campus

The closest airport is General Mitchell International (MKE), and the travel time to and from the Milwaukee airport to Nashotah House is 45 minutes. We recommend either renting a car or coordinating a ride from the airport with other students participating in the Residential Week. You may also utilize Uber or Lyft for transportation to and from campus (please note that fees normally range from \$50-70 one-way). At times, rental cars can cost about the same or less than round-trip transportation service fees. Campus visitors have also utilized a shuttle service to and from the Milwaukee airport called Go Riteway (www.goriteway.com). This option is more expensive at up to \$200 roundtrip. If you do book with this service, please make them aware that you are a guest of Nashotah House.

ON-CAMPUS INFO FOR YOUR RESIDENTIAL WEEK

Attire

Business casual attire is standard during the Residential Week. Some degree-seeking students may choose to wear a cassock. Chapel dress for degree-seeking students is cassock and surplice; ordained persons may choose to wear a tippet/preaching scarf. Information about purchasing a cassock may be found in your acceptance materials.

Chapel seating

Chapel seating will be assigned by the Director of Chapel. Please contact [Dr. Williams](#) prior to your arrival if you require special arrangements or accommodations in chapel.

If my family is staying with me, can they attend morning and evening prayer?

Yes! Please let [Dr. Watkins](#) and [Kelly Medina](#) know if you plan to bring your family to campus. Each student has an assigned seat in the chapel. If sitting with your family/guest, there is open seating at the rear of the chapel.

Materials for chapel

Degree-seeking students are required to purchase a [Nashotah House Psalter](#), 1982 Hymnal, and 1979 Book of Common Prayer. Many students choose to purchase the combination edition of the [1979 Book of Common Prayer and 1982 Hymnal](#), published by the Church Publishing Company. Psalters, prayer books, and hymnals are available in the chapel for guests and visiting students.

Library

Degree-seeking students enjoy full borrowing privileges in the Frances Donaldson Library. The library is open 24 hours per day, 7 days per week. Visiting students enrolled in a course for credit may borrow materials for the duration of the course. Auditors may visit and utilize the library but may not check out materials. If you live in Wisconsin and would like to apply for a guest library card, please contact the Library at 262-646-6535. Additional information regarding library materials and databases may be found at nashotah.edu/library.