

"Keeping You Informed"

Lab Printing

March 2007

General Information

Every lab on campus has a black & white printer. Color printers may be found in Frey 145, Frey 245, Boyer 227 and Boyer 337. Printing to color printers will cost more than printing to black & white printers, even when what you are printing is in black & white.

For the most part, printing costs will be deducted from your account automatically when you print in a lab. Every student is allotted \$24.00 per semester for printing. After this amount is used up, print charges will begin to be billed to your tuition account.

Sometimes, if a printer is running low on ink, or malfunctioning in some way, your printout may be unusable. If this occurs and the fault is definitely on the printer in some way (not the person printing or the website or document being printed) then you are entitled to a refund. Common examples are paper jams and low toner issues. Details on receiving a refund are outlined below and in the labs containing printers.

Technical Information

Printing Costs:

	8.5" x 11"	11" x 17"	17" x 22"
Black & White	\$0.08 /page		
Color Wax (F145, B227, B337)	\$0.25 /page		
Color Laser	\$0.25 /page	\$0.50 /page	
Epson 4000	\$0.75 /page	\$1.25 /page	\$2.50 /page
Epson 9500	See Student Computer Services for details		

Refunds

Refunds may be requested by contacting Berte Thompson via campus mail (Box 3046), by e-mail (bthompso@messiah.edu) or by stopping at her office in Fry Apartments A3. Make sure to provide your Name, the Lab where the malfunction occurred, Date & Time of the malfunction, the Document Name, a Description of the problem, and the ruined Prints. Refunds will not be given for issues that are not the fault of the printer.