

XXIII. REFUND POLICY

On-Campus

The following table applies to students who completely withdraw from a semester and to the reduction in tuition and fees for students who reduce their enrollment. Percentages and days are illustrated for full-semester (10 weeks or more) courses. Refunds for courses of less than 10 weeks will be pro-rated based on the number of days in the course. Each course will be refunded separately from any other courses.

Time of Withdrawal Refund Percentage

Through 21st Calendar Day 100 %
 22nd Through 28th Calendar Day 50%
 After 28th Calendar Day No Refund

Refunds will not be made until sufficient time has elapsed to ensure that fee payment checks have been honored by the bank, usually 15 days after the student pays. Students who completely withdraw from a semester lose access to all campus student services as of the date of withdrawal. Academic action taken after the last day of a semester will not result in a refund. Federal regulations may require students attending the university who receive federal forms of financial assistance under Title IV, and completely withdraw from the university, to be subject to a “return of Title IV aid” calculation which is different from the above refund percentages. Contact the office of Student Financial Assistance for details.

Continuing Education Refund Policy

Type of Course % of Refund Guidelines

Credit Course Tuition	100%	If requested prior to the completion of 20% of the course or if the course is cancelled. Some course charges are not refundable.
	50%	If requested after 20% but before 25% completion of the course.
	No Refund	If requested after completion of 25% of the course or if the course is being audited.

NOTE: Some professional degree programs may have special refund policies that will be published in the program announcement.

Non-Credit Programs and Courses

Refund policies will be stated in the published announcement. A full refund will be made if the event is cancelled.

Note: Federal regulations require students attending the university who receive federal forms of financial assistance under Title IV, and completely withdraw from the university, to be subject to a “return of Title IV aid” calculation which is different from the above refund percentages. Contact the office of Student Financial Assistance for details.

(Source: Comprehensive Fee Schedule)