

Policy 410.00 – Refund of Tuition and Fees

Students officially dropping from classes prior to completion of 12% of the class or the date printed on the student's course schedule are entitled to a 100% refund of tuition and fees.

LATE ENROLLMENT DOES NOT EXTEND THE REFUND PERIOD.

1. Students are entitled to 100% refund of tuition and fees for classes that do not materialize regardless of the date.
2. Failure to attend classes does not constitute a schedule change or withdraw from class and does not entitle the student to a refund of tuition and fees. Students will be dropped who are reported as non-attended on the official roster.
3. An administrative withdrawal does not entitle the student to a refund of tuition and fees.
4. To officially withdraw, a student must complete an official "Add/Drop" form or "Complete Withdrawal" form and return the form to the Registrar's Office.

Adopted September 21, 1992

Revised June 23, 2008

Revised October 18, 2021