Policy Number 75-9
Last Revised 07/01/03

REFUNDS OF TUITION AND FEES*

The flat rate tuition plan, initiated Fall 2001 for undergraduates, pays for 12 to 20 credits each term. Undergraduates whose withdrawal from a course reduces total credits for the quarter below 12 credits, and all graduate students, will have tuition refunded on the following schedule.

Official withdrawal (full or partial) Fall, Winter, or Spring terms:

Through the last day to add/drop	100 percent
Through Saturday of the 2nd full week of the term**	75 percent
Through Saturday of the 3rd full week of the term**	50 percent
Thereafter	No refund

**A full week of the term is defined as Monday through Sunday.

Official withdrawal (full or partial) Summer term:

4 week and Intersessions:	Through the last day to add/drop	100 percent
	Thereafter	No refund
7 and 8 week sessions:	Through the last day to add/drop	100 percent
	2nd week	50 percent
	Thereafter	No refund

Short courses (any session not listed above) will be refunded at 100 percent if withdrawal occurs on or before the second day the class meets. No refund thereafter.

The official date of withdrawal is considered to be the date the Office of the Registrar receives the completed withdrawal or change form. For students who completely withdraw, a refund is applied first to the student's financial aid source (s). Stafford Loan or Direct Loan proceeds are returned directly to the lender. Financial aid recipients will, therefore, in all likelihood, not receive refunds.

Credit balance refunds created by withdrawal adjustments will be remitted to the student by check or credit card, depending on the student's original method of payment.

Refer to Policy 2001-01 for information on tuition policy.

*Former title: Tuition and Fees - Refunds

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