

Tuition Refunds

Tuition refunds are handled by the Student Accounts office if a student withdraws from one or more courses. Refunds are only given if the student officially withdraws from the College or drops classes using the required process.

General Refund Information

- The \$30 registration fee and the \$30 application fee are non-refundable.
- Class days are determined by the College calendar of instructional days, not by the student's class schedule.
- Refunds for withdrawal or dropping a class are computed on a pro-rated basis.

Students Withdrawing from All Courses

Withdrawal from school only applies to students dropping all courses (Registration and Application fees are non-refundable).

- 100% refund before the first-class day.
- 90% refund before the 5th instructional day.
- 75% refund before the 10th instructional day.
- 50% refund before the 15th instructional day.
- No refund beginning the 16th instructional day.
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Students Dropping Individual Courses

This section applies to students who remain enrolled but drop one or more courses.

- Individual courses are refunded at 100% during the first 15 instructional days.
- No refund beginning the 16th instructional day.

Examples: How Tuition Refunds Work

Example 1: Dropping from 15 to 12 Credits (No Refund)

A student registers for 15 credits and is billed \$2,299.89 for tuition and mandatory fees.

- Students taking 12-15 credits pay the same full-time tuition rate.
- Dropping from 15 to 12 credits does not reduce tuition.
- No tuition refund is issued.
- Course fees may be refunded if the class is dropped during the refund period.

If course fees are refundable

- A full or partial refund may be issued during the refund period.
- After the refund deadline, course fees are not refundable.

Example 2: Dropping from 12 to 9 Credits (Possible Refund)

A student registers for 12 credits and is billed \$2,299.89.

If the student drops a 3-credit class, leaving 9 credits, the tuition and mandatory fees becomes \$1,764.48.

- The difference is \$535.41.
- The student may receive up to \$535.41, depending on when the class is dropped and how it is paid.

If the student paid out of pocket

- The student may receive a refund based on the College's refund schedule.

If financial aid paid

- Some or all financial aid may need to be returned.
- The student's financial aid could be reduced.
- The student may owe money to the College.

Course Fees

- Course fees may be refundable during the refund period.
- After the refund deadline, course fees are not refundable.

Key Points

- Students taking 12-15 credits pay one flat full-time tuition rate.
- Students taking fewer than 12 credits are charged per credit.
- Dropping below 12 credits may reduce tuition.
- Financial aid may change if you drop classes or withdraw.
- Federal and College regulations may require some financial aid to be returned.
- If aid is returned, you may owe money to the College.