

# Refund Schedule

## Refund Policy

Refunds for dropping a course or withdrawing from the University are based on the official date of drop or withdrawal, not on the date of last attendance. **Failure to attend a class does not constitute dropping or withdrawing from it.** You can drop classes online, however if you intend to drop all of your classes (withdraw) you need to contact Takeria Zajac, at [tgreen4@umw.edu](mailto:tgreen4@umw.edu) for withdrawal procedures.

Refunds are pro-rated depending on the date of drop or withdrawal. Please consult the reimbursement schedule determine your refund eligibility.

[Registrar Withdrawal and Cancellation Procedures](#)

## Spring 2023 Refund Schedule

### REIMBURSEMENT SCHEDULE FOR DROPPING

Students are entitled to reimbursement of tuition and comprehensive fees based on the following schedule should they need to drop a course(s) and are **still enrolled in at least one other course.**

#### 16 Week Courses

DATE	REIMBURSEMENT
Prior to January 9	100%
January 9 – January 27	100%
After January 27	0%

#### First 8 Week Courses

DATE	REIMBURSEMENT
Prior to January 9	100%
January 9 – January 18	100%
After January 18	0%

#### Second 8 Week Courses

DATE	REIMBURSEMENT
Prior to March 6	100%
March 6 – March 15	100%
After March 15	0%

# REIMBURSEMENT SCHEDULE FOR WITHDRAWING

Students withdrawing from all courses for a semester are entitled to reimbursement of tuition and comprehensive fees based on the following schedule.

## 16 Week Courses

DATE	REIMBURSEMENT
Prior to January 9	100%
January 9 – January 13	100%
January 14 – January 20	80%
January 21 – January 27	60%
January 28 – February 3	40%
February 4 – February 10	20%
After February 10	0%

## First 8 Week Courses

DATE	REIMBURSEMENT
Prior to January 9	100%
January 9 – January 13	100%
January 14 – January 20	50%
After January 20	0%

## Second 8 Week Courses

DATE	REIMBURSEMENT
Prior to March 6	100%
March 6 – March 10	100%
March 11 – March 17	50%
After March 17	0%

## Housing and Meal Plans

Students who are assigned housing and meal plans, wishing to withdraw need to submit an Intent to Vacate form. **Students will be charged on a daily prorated basis** until that form is submitted to the Office of Residence Life.

[Intent to Vacate University Housing](#)