

# 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 the Registrar's Office to complete the necessary paperwork.

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

## Fall 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 August 28	100%
August 28 – September 15	100%
After September 15	0%

#### First 8 Week Courses

DATE	REIMBURSEMENT
Prior to August 28	100%
August 28 – September 6	100%
After September 6	0%

#### Second 8 Week Courses

DATE	REIMBURSEMENT
Prior to October 23	100%
October 23 – November 1	100%
After November 1	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 August 28	100%

August 28 – September 1	100%
September 2 – September 8	80%
September 9 – September 15	60%
September 16 – September 22	40%
September 23 – September 29	20%
After September 29	0%

### First 8 Week Courses

### Second 8 Week Courses

DATE	REIMBURSEMENT	DATE	REIMBURSEMENT
Prior to August 28	100%	Prior to October 23	100%
August 28 – September 1	100%	October 23 – October 27	100%
September 2 – September 8	50%	October 28 – November 3	50%
After September 8	0%	After November 3	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](#)