

Withdrawal Policy

When a full-time student (a student who is charged the full-time flat rate) withdraws from the university, she or he must complete an official withdrawal clearance as indicated in either the undergraduate or graduate section of the catalog.

If a part-time student (a student charged a per credit rate) withdraws from the university, he or she must file an official notice of withdrawal with the Center for Adult and Continuing Education.

When a student drops or withdraws from a course with penalty, tuition will be cancelled at the following percentage rates. All fees (general and major) are non-refundable. Friday is considered the last day of the week for refunds.

After the Census date of the sub term that a student is enrolled (the 100% date), there is no refund on the General Fee.

Full Semester Courses (15 weeks fall or spring 13 weeks summer)

<u>Time of Withdrawal</u>	Amount
First Week (Census date of term)	100 %
Second Week	80 %
Third Week	75 %
Fourth Week	60 %
Fifth Week	50 %
Sixth Week	50 %
Seventh Week	25 %

No refund will be given on Tuition after the seventh week.

Seven, Six, Five, and Four Week Courses

On or Prior to the first Friday**	100%
On or Prior to the second Friday	60%

****Due to changes related to COVID, the census date for the 1st 7 week and 2nd 7 week sub terms in the Fall 2020 semester are the first Wednesday (8/26/2020) and first Tuesday (10/13/2020)**

Room (Voluntary)

<u>Time of Withdrawal</u>	Amount
First Week (Census date of term)	100 %
Second Week	50 %
Third Week	50 %
Fourth Week	25 %

No refund will be given on Room after the fourth week.

Board (Voluntary)

<u>Time of Withdrawal</u>	Amount
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First Week (Census date of term)	90 %
Second Week	80 %
Third Week	75 %
Fourth Week	70 %
Fifth Week	60 %
Sixth Week	50 %
Seventh Week	40 %

No refund will be given on Board after the seventh week.

***Disruptions mandated as a result of COVID-19 will result in financial adjustments for unused room and board.**

Fall 2020 Refund Dates

Tuition

Fifteen Weeks (Full Semester)

100%- 8/20/2020 - 8/27/2020
80%- 8/28/2020 - 9/4/2020
75%- 9/5/2020 - 9/11/2020
60%- 9/12/2020 - 9/18/2020
50%- 9/19/2020 - 10/2/2020
25%- 10/3/2020 - 10/9/2020

1st Seven Weeks -

100%- 8/20/2020 - 8/26/2020
60%- 8/27/2020 - 9/4/2020

2nd Seven Weeks -

100%-8/20/2020 -10/13/2020
60%- 10/14/2020 - 10/23/2020

Room Refund

100%- 8/20/2020 - 8/27/2020
50%- 8/28/2020 - 9/11/2020
25%- 9/12/2020 - 9/18/2020

Meal Plan Refund

90%- 8/20/2020 - 8/27/2020
80%- 8/28/2020 - 9/4/2020
75%- 9/5/2020 - 9/11/2020
70%- 9/12/2020 - 9/18/2020
60%- 9/19/2020 - 9/25/2020
50%- 9/26/2020 - 10/2/2020
40%- 10/3/2020 - 10/9/2020