

Refund for Withdrawal

Refund for complete withdrawal: Students who officially withdraw from all classes before the first day of class will be refunded the total tuition and institutional charges. Students who officially withdraw from all classes on or after the first day of class, but prior to the end of the third week of class will be refunded according to the withdrawal policies.

Mini-term: For mini term day classes, two class days are considered equivalent to one week. For min-term night classes, one class meeting is considered equivalent to one week.

Refund for partial withdrawal: Students who do not completely withdraw from the college but drop a class during the regular drop/add period will be refunded the difference in tuition paid and the tuition rate applicable to the reduced number of hours, including fees appropriate to the classes dropped. Refund for partial withdrawal will be processed after the drop/add period. There is no refund owed to a student who partially withdraws after the official drop/add period.

Refund for online course: A refund request for an online course will be calculated the same as any other course.

Technology and facility renewal fees: A technology fee of \$9.00 and a facility renewal fee of \$9.00 will be assessed for each credit hour, as listed in the fee schedule.

Refund for Withdrawal Schedule

FULL SESSION/ EVENING SESSION Summer 2017

Complete/partial withdrawal prior to <u>May 30, 2017</u>	100%
Complete withdrawal prior to <u>June 06, 2017</u>	75%
Complete withdrawal prior to <u>June 13, 2017</u>	50%
Complete withdrawal prior to <u>June 20, 2017</u>	25%

Students enrolled in the FULL SESSION/EVENING SESSION and withdrawing from class on or after June 20, 2017 will not receive a refund.

1ST MINI SESSION

Complete/partial withdrawal prior to <u>May 30, 2017</u>	100%
Complete withdrawal prior to <u>June 01, 2017</u>	75%

Complete withdrawal prior to _____	June 03, 2017	50%
Complete withdrawal prior to _____	June 05, 2017	25%

Students enrolled in the **1ST MINI SESSION** and withdrawing from class on or after _____ June 05, 2017 _____ will not receive a refund.

2ND MINI SESSION

Complete/partial withdrawal prior to _____	July 05, 2017	100%
Complete withdrawal prior to _____	July 07, 2017	75%
Complete withdrawal prior to _____	July 09, 2017	50%
Complete withdrawal prior to _____	July 11, 2017	25%

Students enrolled in the **2ND MINI SESSION** and withdrawing from class on or after _____ July 11, 2017 _____ will not receive a refund.

Return of Title IV Financial Assistance: Federal Grant recipients who completely withdraw from the College prior to completing sixty-one percent (61%) of the enrollment period will owe a repayment to the U.S. Department of Education.

Definitions: The withdrawal date is the date that the student submits a completed withdrawal form (withdrawing from all classes) or the last day of attendance reported by the instructor to Student Services.

Sixty-one percent (61%) of enrollment period: For full term **Summer 2017** classes, the 61% point is **July 12, 2017**; for the first mini session **June 19, 2017** and for second mini session **July 25, 2017**. Students who withdraw or are reported as not attending on or before this date will owe a repayment. Students who withdraw after this date will not owe a repayment.

Pell grant disbursement is 14 days after the first day of classes.