

REFUND NOTICE

FALL SEMESTER 2016

Last Day for Refunds - September 19, 2016

REFUND POLICY: It is to the financial advantage of all students withdrawing, or dropping classes to do so as early in the semester as possible. Refunds for tuition and required fees (excluding room and board charges which are determined by contractual agreement and the Student Health Insurance Plan*) will be made as follows for students who withdraw or drop to a lower block of credit hours:

- August 22 - August 26, 2016 (first five consecutive class days starting with the first official day of classes for the University) tuition and required fees will be refunded at 100%;
- August 27 - September 2, 2016 (6-10 consecutive class days) tuition and required fees will be refunded at 75% minus a \$25 non-refundable processing fee;
- September 3 - September 12, 2016 (11-15 consecutive class days) tuition and required fees will be refunded at 50% minus a \$25 non-refundable processing fee;
- September 13 - September 19, 2016 (16-20 consecutive class days) tuition and required fees will be refunded at 25% minus a \$25 non-refundable processing fee;
- Beginning September 20, 2016 (21st consecutive class day) refunds will not be considered. If a student wishes to appeal, the process must be initiated in writing to the Tuition Refund Appeals Committee.

No refunds will be considered after the designated limited refund period(s). To officially withdraw, a student must give written notice to the Office of the Registrar.

Policy Exception:

- **Special Course Fees:** No refunds are available after the first five (5) class days starting with the first official day of classes for the University.
- **Student Health Insurance:** No refunds are available after the first ten (10) class days starting with the first official day of classes for the University.

*Refer to contracts, catalogs, or contact the appropriate department/office for more details.

REFUND SCHEDULE

August 22 - August 26, 2016	100% Refund
August 27 - September 2, 2016	75% Refund
September 3 - September 12, 2016	50% Refund
September 13 - September 19, 2016	25% Refund