

TUITION REFUND

I. CREDIT COURSES

PRIOR TO THE SEMESTER OR SESSION and continuing through the seventh day of the 15 week term (or a correspondingly prorated period for shorter sessions), a student can drop classes without penalty and with full refund of tuition and fees excluding the non-refundable registration fee. A student may without penalty exchange any registered class for another available class in that semester. All tuition and fees for the prior class will be credited to the new class and any remaining balance will be refunded and/or charged to the student. Dropped classes are not recorded on a student's transcript.

After the first week (or a correspondingly prorated equivalent for shorter sessions), a student seeking to exchange classes will be charged full tuition and fees and will receive a Withdrawal grade on his/her transcript for the original class, and any enrollment in an additional class will require full payment of tuition and fees for that class. The President may authorize procedures under which exceptions may be granted.

A student seeking to drop a class following the college workday after the seventh day on which a semester begins will be charged full tuition and fees and will receive a Withdrawal grade on his/her transcript. The President may authorize procedures under which exceptions may be granted.

Approved:

Board of Trustees
May 13, 1976

Revised:

August 2, 1979
September 16, 1982
July 28, 1983
January 19, 1984
October 15, 1987
April 17, 2003
November 15, 2012
January 22, 2015