



REFUNDS

Institutional Refunds for Tuition, Room and Board and Fees.

Refunds are made on tuition, room and board, and fees. No refund will be made to any student who leaves during the year without executing a Notice of Withdrawal form (See Policy 2.14: Withdrawal from the College). All withdrawals must be recorded in writing in the Office of the Registrar and be approved by the Provost before refund amounts are calculated. Refunds due to Withdrawal. Refunds for students who withdraw from all coursework within a semester/term are based on the following formula:

FOR WITHDRAWAL DURING FALL AND SPRING SEMESTERS

1st week:	100% Refund Credit
2nd week:	75% Refund Credit
3rd week:	50% Refund Credit
4th week:	25% Refund Credit
5th week:	0% Refund Credit