

**TITLE: REFUND POLICY - ALL STUDENTS**

1. Students who officially drop from class(es) prior to the last day of the official registration period of the semester enrolled shall qualify for a tuition/fee refund of 100%. No refunds after the last official drop date for the course(s).
2. Refunds are made to students only after the student completes a Drop Form with the Vice President of Student Services Office. Failure to obtain official release can result in failing grades and loss of tuition/fee refund privileges in effect at the time of withdrawal.
3. For students on approved financial aid or aid through other agencies that mandate recovery of financial assistance, refunds will be made in accordance with related requirements.
4. Classes canceled by the college shall qualify for a 100% refund of tuition and fees.
5. Appeals concerning the refund policy should be referred to the Vice President of Student Services in writing prior to the end of the semester in which the course is offered.
6. Payments received for tuition and fees are refundable to veterans in accordance with the same refund policy stated above.

Date of Adoption: 10/30/84

Revised: 1/29/92, 4/30/13, 7/13/2020