

# Refund Policy Calculations

## Refund Policy

If you are using federal student loans, a private student loan, or other third party funding, it is your responsibility to repay financial obligations if applicable. Some financial institutions require that refunds be paid back directly to the institution or organization in the event of a refund. Refund rates are not differentiated based on funding except as otherwise required by law.

Refunds are based on unused instructional time and are prorated based on the number of days the student attended, or was scheduled to attend, prior to withdrawal (total institutional charge, divided by the number of days):

- If you withdraw before class starts and after 7 business days of enrolling, you are entitled to a refund of 100% of tuition, but the registration fee and any consumed fees (such as shipping charges) are not refundable.
- If you withdraw after classes begin for a semester and after 7 business days of enrolling, you are eligible for a prorated refund through 60% of the semester. Prorated refunds are calculated by determining the daily charge for the class (total tuition charged, divided by the number of class days) and then multiplying by the number of days of class remaining after withdrawal.
- If at the time of withdrawal, the student has attended or was scheduled to attend 61% or more of the course, then no refund will be issued.

## Sample Prorated Refund

For a 21-week course consisting of 84 instructional days :

### If you withdraw:

Within 7 days of enrolling

Before the start of the course

On or before Day 51 of a course with 84 instructional days (60% of the course)

On or after Day 52 of a course with 84 instructional days (61% or more of the course)

### Amount Refunded:

100% less non-refundable registration fees

100% less non-refundable registration fees

Total tuition charged divided by number of days in class multiplied by the number of days remaining after withdrawal

No Refund

## Sample Tuition Refund Calculation

### **Student Charges:**

Non-refundable registration fee

Tuition

Total Registration Fee & Tuition

### **Amount:**

\$ 200.00

\$ 7,500.00

\$ 7,700.00

**Refund calculation based on withdrawal and Last Date of Attendance (LDA) on Day 14 from Manufacturing Program, 21-week course with 84 instructional days:**

Registration fee

\$200

Tuition

\$ 7,500 / 84 = \$89.29 per day charge

Eligible Refund:

\$89.29 x 70 days remaining after withdrawal = **\$6,250.30**