

REFUND POLICY

Clarendon College, as soon as practical, shall refund tuition and mandatory fees collected for courses from which the student drops or withdraws. (The indicated percentages are applied to the tuition and mandatory fees collected for each course from which the student is withdrawing.) Any student officially withdrawing from Clarendon College before the first day of classes of any semester will be assessed a \$15 matriculation fee. (Class days refers to the number of calendar days the institution normally meets classes, not the days a particular course meets.)

1. For semester-length courses for which semester credit hours are awarded:
 - a. 100% refund is to be made for courses dropped prior to the first class day.
 - b. During the fall or spring semester or comparable trimester:
 - i. during the first fifteen class days, 70%
 - ii. during the sixteenth through twentieth class days, 25%
 - iii. after the twentieth class day, none.
 - c. Six-week summer semester:
 - i. during the first five class days, 70%
 - ii. during the sixth and seventh class days, 25%
 - iii. after the seventh class day, none.
2. For non-semester-length courses with a census date other than the 12th class day (4th class day for a six-week summer semester):
 - a. Prior to the first class day, 100%
 - b. After classes begin, see table below:

Drops and Withdrawals		
Length of Term In Weeks	Last Day for 70% refund	Last Day for 25% Refund
2 or Less	2	n/a
3	3	4
4	4	5
5	5	6
6	5	7
7	7	9
8	8	10
9	9	11
10	9	12
11	10	14
12	12	15
13	13	16
14	13	17
15	14	19
16 or longer	15	20