

REFUND POLICY

The student must complete a withdrawal form to request a refund. Withdrawal forms are available from the Registrar's Office. The Registrar will inform Financial Services and Financial Aid once the withdrawal is approved. Refunds are based upon the schedules in the following section. Fees are generally non-refundable. The College must follow current federal regulations in effect for students who receive Title IV (federal) financial aid. Residence hall charges are refunded on a pro-rated basis.

Students may petition for an exception to the refund policy. Students who wish to file a petition must have a completed and signed withdrawal form on file in the Registrar's office before the petition will be considered. Petitions forms are available in the Registrar's office.

REFUND OF FEDERAL AID (Title IV funds)	SAMUEL MERRITT COLLEGE <u>TUITION REFUND</u>
<p>The financial aid a student may keep is determined by the percentage of the term completed in days. For example, if a student withdraws from all classes on the 20th day of attendance of an academic term with one hundred (100) days, twenty percent (20%) of financial aid is considered earned and eighty percent (80%) is refunded to the appropriate student financial aid agency. This applies until sixty percent (60%) of the term is earned. When more than sixty percent (60%) of a term is earned, no federal funds must be refunded.</p> <p><i>Note: It is possible for a student to be responsible for one hundred percent (100%) of tuition charges but have "earned" only a portion of financial aid. For example, if a student withdraws after the 18th day of attendance in a term with 72 days and the withdrawal day is also the 5th week of class, no tuition refund is due the student; however, the student who earned only 25% of financial aid is responsible for a balance equal to 75% of tuition. Students should consult with the Financial Aid Office.</i></p>	<p>Fall, Spring, Summer Semesters</p> <ul style="list-style-type: none"> • 1st week 85% tuition refunded • 2nd week 80% tuition refunded • 3rd week 75% tuition refunded • 4th week 75% tuition refunded • 5th – end 0% tuition refunded <p>Note: The above schedule is based on the date the official notice of withdrawal is received by the Registrar.</p> <p>Undergraduate Intersession</p> <ul style="list-style-type: none"> • 0% tuition refunded