



2011-12 Refund Schedule

Fall and Spring Semesters *

Drop/Withdrawal Refund Schedule 15 week and 7 ½ week on-ground courses

Timeline	Refund Percentage	Transcript Notation
Drop/Withdrawal on or before Friday of the 1st week of the semester	100%	Course removed
Drop/Withdrawal on or before Friday of the 2nd week of the semester	75%	"W" grade posted
Drop/Withdrawal on or before Friday of the 3rd week of the semester	50%	"W" grade posted
Drop/Withdrawal on or before Friday of the 4th week of the semester	25%	"W" grade posted
Drop/Withdrawal through weeks 5-9 of the semester	0%	"W" grade posted
Drop/Withdrawal after week 13 of the semester	0%	"X" grade posted

** The refund schedule week begins on Saturday and ends on Friday of the first week of the semester*

7 ½ Week Online Courses to Include Summer Session *

Drop/Withdrawal Refund Schedule: (for each 7 ½ week Online course)

Timeline	Refund Percentage	Transcript Notation
Drop/Withdrawal on or before Friday of the 1st week of the 7 ½ week online session	100%	Course removed
Drop/Withdrawal on or before Friday of the 2nd week of the 7 ½ week online session	50%	"W" grade posted
Drop/Withdrawal weeks 3 to 5 of the 7 ½ week online session	25%	"W" grade posted
Drop/Withdrawal after week 6 of the 7 ½ week online session	0%	"X" grade posted

** The refund schedule week begins on Saturday and ends on Friday*

Intensive Classes Offered In Any Semester

Timeline	Refund Percentage	Transcript Notation
Drop/Withdrawal on the 1st day	100%	Deadline to add
Drop/Withdrawal on the 2nd, 3rd, or 4th day	0%	"W" grade posted
Drop/Withdrawal after the 4th day	0%	"X" grade posted