

## Important Information about Refunds of Charges (Spring 2024)

### Definitions

- **“Official withdrawal”** means the student’s timely and complete execution of documents required by a college to accomplish formal removal from, as appropriate to the context, the college or its courses(s), residence and/or meal plan; and
- **“Unofficial withdrawal”** means any absence without the notice required for an official withdrawal.

### Refunds of tuition and fees

- for full-semester courses running **January 16, 2024 – May 6, 2024**

Situation	Dates	Refund Amount
Course cancelled by the College	N/A	100% of cancelled course
Official withdrawal from a course within 6 business days of the semester’s first day of classes	January 23, 2024	100% of each dropped course
Official withdrawal from a course between 7 and 10 business days of the semester’s first day of classes	January 24- January 29, 2024	50% of each dropped course
Official withdrawal after 10 business days of the semester’s first day of classes	January 30, 2024 and later	0% of each dropped course
Unofficial withdrawal at any time	N/A	0% of each dropped course

### Refunds of tuition and fees

- for first sub-term courses running **January 16, 2024 – March 8, 2024**

Situation	Dates	Refund Amount
Course cancelled by the College	N/A	100% of cancelled course
Official withdrawal from a course within 3 business days of the semester’s first day of classes	January 18, 2024	100% of each dropped course
Official withdrawal from a course between 4 and 5 business days of the semester’s first day of classes	January 19- January 22, 2024	50% of each dropped course
Official withdrawal after 5 business days of the semester’s first day of classes	January 23, 2024 and later	0% of each dropped course
Unofficial withdrawal at any time	N/A	0% of each dropped course

(continued on the reverse side)

### Refunds of tuition and fees

- for second sub-term courses running **March 18, 2024 – May 6, 2024**

Situation	Dates	Refund Amount
Course cancelled by the College	N/A	100% of cancelled course
Official withdrawal from a course within 3 business days of the semester's first day of classes	March 20, 2024	100% of each dropped course
Official withdrawal from a course between 4 and 5 business days of the semester's first day of classes	March 21 – March 22, 2024	50% of each dropped course
Official withdrawal after 5 business days of the semester's first day of classes	March 23, 2024 and later	0% of each dropped course
Unofficial withdrawal at any time	N/A	0% of each dropped course

### Refunds of College Housing charges

- for students living in any buildings designated as 'college housing'

Situation	Dates	Refund Amount
Residence cancelled by the College	N/A	100% of housing and meal plan charges
Official withdrawal from College housing prior to the semester's first day of classes	January 16, 2024	100% of housing and meal plan charges
Official withdrawal from College housing prior to the end of the semester's second week of classes	January 27, 2024	80% of housing and meal plan charges
Official withdrawal from College housing prior to the end of the semester's third week of classes	February 3, 2024	60% of housing and meal plan charges
Official withdrawal from College housing prior to the end of the semester's fourth week of classes	February 10, 2024	40% of housing and meal plan charges
Official withdrawal from College housing prior to the end of the semester's fifth week of classes	February 17, 2024	20% of housing and meal plan charges
Official withdrawal from College housing after the end of the semester's fifth week of classes	February 18, 2024	0% of housing and meal plan charges
Unofficial withdrawal from College housing at any time	N/A	0% of housing and meal plan charges