

## Tuition Adjustments

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When students adjust their schedule or withdraw after the first Friday of the semester, tuition and fees will also be adjusted to reflect the changes. A reduction in credit hours may result in a refund of a portion of fees. Students with financial aid may receive a recalculation of your [financial aid](#) for the semester.

No refunds will be provided for classes dropped after the fourth Friday of the semester.

Tuition adjustments will be made for the following circumstances:

- Full-time student who drops below full time credit hours (*undergraduate 12 credit hours; graduate or graduate/professional 8 credit hours*).
- Part-time student who drops classes or withdraws.
- Any student who withdraws from all classes.

Tuition adjustments per the following refund schedule apply to **Instructional Fees, General Fees, Non-Resident Fees, Learning Tech Fees, Program Fees, Lab Fees**, and some **Course Fees** (*This may not be a comprehensive list*). The 100% Refund dates apply to all fees.

### Semester and Term Schedule

- 100% Refund: Through the 1<sup>st</sup> Friday of semester classes
- 75% Refund: 1<sup>st</sup> Saturday through the 2<sup>nd</sup> Friday of semester classes
- 50% Refund: 2<sup>nd</sup> Saturday through the 4<sup>th</sup> Friday of semester classes
- No Refund: After the 4<sup>th</sup> Friday of semester classes

### 7-week Session Schedule

- 100% Refund: Through 1<sup>st</sup> Friday of session classes
- 50% Refund: 1<sup>st</sup> Saturday through the 2<sup>nd</sup> Friday of session classes
- No Refund: After the 2<sup>nd</sup> Friday of session classes

### 4-week Session Schedule

- 100% Refund: Through the 1<sup>st</sup> day of session classes
- 50% Refund: 2<sup>nd</sup> day through the 1<sup>st</sup> Friday of session classes
- No Refund: After the 1<sup>st</sup> Friday of session classes

### 6-week Session and 8-week Session Schedule

- 100% Refund: Through the 1<sup>st</sup> Friday of session classes
- 50% Refund: After 1<sup>st</sup> Friday through 2<sup>nd</sup> Friday of session classes
- No Refund: After the 2<sup>nd</sup> Friday of session classes

## Other Fees

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This is the schedule for other fees, but it is not a comprehensive list:

**CarmenBooks** is based on the course in which a student is enrolled. This fee is not refunded beyond the first Friday of the semester or session.

**COTA** and **Student Legal Services Fee** remain the same amount regardless of the number of credit hours for which a student is enrolled. This fee is not refunded or adjusted beyond the first Friday of the semester or session.

**Distance Learning Fee** remains the same amount regardless of the number of credit hours for which a student is enrolled. This fee is not refunded or adjusted beyond the first Friday of the semester or session.

**International Undergraduate Student Fee** remains the same amount regardless of the number of credit hours for which a student is enrolled. This fee is not refunded or adjusted beyond the first Friday of the semester or session.

**Recreational Fee** is only assessed for students who are enrolled in 4 or more credit hours. The fee remains the same amount regardless of the number of credit hours for which a student is enrolled. This fee is not refunded or adjusted beyond the first Friday of the semester or session.

**Student Activity Fee** remains the same amount regardless of the number of credit hours for which a student is enrolled. This fee is not refunded or adjusted beyond the first Friday of the semester or session.

**Student Union Fee** is based on the credit hours in which a student is enrolled. Adjustments prior to the first Friday will reflect the appropriate amount based on enrolled credit hours. This fee is not refunded beyond the first Friday of the semester or session.

## Exceptions

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**Post-Candidacy Doctoral (PCD)** students are considered full time students with 3 or more credit hours. They are charged tuition and fees (instructional, general, learning tech, etc.) based on the number of credit hours enrolled, but are charged full time amounts for all ancillary fees (Recreational, Student Union, etc.) when they carry at least 3 credit hours. The tuition and course fees adjust according to the same schedule as other students.

**Student Health Insurance (SHI)** will be adjusted only if the student completely withdraws before the 15th day of the term. SHI will process after adjustment checking if any claims have been filed.