

# UNIVERSITY OF THE CUMBERLANDS

## Cancellation Deadlines (Undergraduate Programs)

Any student that does not cancel prior to their required deadline will be assessed a minimum fee of \$150 for classes and a minimum fee of \$150 for room & board.

	<u>Fall Term 2008</u>	<u>Spring Term 2009</u>
Classes		
Upperclassmen	July 7, 2008	January 2, 2009
Freshman/Transfer	August 1, 2008	January 2, 2009
Room & Board		
Upperclassmen	July 7, 2008	January 2, 2009
Freshman/Transfer	August 1, 2008	January 2, 2009

## Refund Policy

After a term begins, charges will be credited as outlined below provided the student completes and submits the **official withdrawal** process. If a student discontinues attending classes and does not notify the office of the Vice President for Academic Affairs in writing, the student forfeits all rights to a refund or reduction in fees. Charges are applied on the first day of class for each term as announced in the college catalogue.

### 15 Weeks Terms Fall/Spring

	<u>Refund</u>
Registration – Day 1 of Term	100%
Day 2 of Term – Last Day to Register	90%
Week 2	80%
Week 3	70%
Week 4	60%
Week 5	50%
Week 6	40%
Week 7	30%
Week 8	20%
Week 9	10%
Week 10 – Week 15	0%

### 8 Weeks Terms

	<u>Refund</u>
Registration – Day 4 of Term	100%
Day 5 – Day 9	90%
Day 10	80%
Week 3	60%
Week 4	40%
Week 5	20%
Week 6 – Week 8	0%

**5 Weeks Terms (Summer)**

Registration – Day 1 of Classes
Day 2
Day 3 – Day 5
Day 6 – Day 10
Day 11 – Day 15
Day 16 – Day 25

**Refund**

100%
90%
70%
50%
30%
0%

**5 & 6 Weeks Course PACE/BRIDGE**

Registration – Day 1 of Classes
After Day 1 – Week 2
Week 3
Week 4
Week 5

**Refund**

100%
60%
40%
20%
0%

- If **an undergraduate student** officially withdraws after the posted cancellation deadline and on or before the first day of the term, they will be charged a non-cancellation fee of \$150 for tuition and \$150 for room and board for the fall and spring term. There is not a non-cancellation fee for undergraduate summer term(s).
- If **an undergraduate student** officially withdraws after the first day of classes, they will be charged an administrative withdrawal fee of \$100 for the fall and spring terms and \$50 fee for the summer and bi-terms. A student in the PACE or BRIDGE programs will be charged a \$100 administrative withdrawal fee for any term.
- A student is NOT eligible for any financial aid prior to the first day of class attendance.
- **NO REFUND OF TUITION OR FEES WILL BE APPLIED FOR DROPPING A COURSE AFTER THE LAST DAY TO ADD A COURSE FOR THE TERM HAS EXPIRED.**