



REFUND INFORMATION FALL 2003

Refund Dates

Allow 4 to 6 weeks for receipt of a refund check.

The following dates apply to **full withdrawal only** with the exception of the official change of schedule period (August 28 –September 9). During the change of schedule period, students are allowed to adjust their schedules with tuition and fees adjusted at 100%.

Through Sept. 9, 2003	100% Tuition and Fees
Sept. 10 through Sept. 16, 2003	50% Tuition Only
Sept. 17, 2003	0%

Second 7 Week Session

Through Oct. 20, 2003	100% Tuition and Fees
Oct. 21 through Oct. 22, 2003	50%
Oct. 23, 2003	0%

Tuition Refund Policy

(Pertains to all refunds and refund policies.) Based on documentation of extraordinary circumstances, including medical, exceptions may be made to the refund policy. Request for exemptions due to extraordinary circumstances should be submitted immediately; however, *no requests will be considered 30 days beyond the session in question*. Undergraduate students should contact the Director of the Bursar's Office, ES, Room 315, and graduate students should contact the Director of Graduate the School Operations, ES, Room 236.

Any unpaid charges on a student's financial account with the university will be subtracted from any refund prior to processing a refund request. If a student requests a refund of amounts charged to a credit card, the credit card owner is responsible for paying any and all interest charges which have accrued on the credit card. All questions regarding fees and tuition should be referred to the Bursar's Office, Enrollment Services Center, Room 336, 410-704-2100, or call toll free 1-888-5BURSAR.