

REFUNDING OF FEES

NO. 503.3R2

Student fees will be refunded on a pro-rated basis as determined by the Superintendent or designee. Maximum refunds will never exceed 75% of the base fee in order to cover any cost of consumable materials and processing fees. The basic refund schedule is as follows:

- Any time during 1st quarter 75%
- Any time during 2nd quarter 50%
- Any time during 3rd quarter 25%
- No refund during 4th quarter

Refunds will be issued when students have returned all books to the proper office. Library fines, textbook fines, or any other financial obligation incurred by the student for supplies, materials, or damages must be settled before a refund will be issued.

Reviewed: 07/18/16
11/15/21