

REFUND CALENDAR FOR 2010-2011

Summer Quarter 2010 – Begins July 6th

July 2nd	Last day for 100% refund
July 12th	Last day for 80% refund
July 23th	Last day for 40% refund
August 3rd	Last day to officially withdraw and receive a “W”

Fall Quarter 2010 – Begins September 20th

September 17th	Last day for 100% refund
September 24th	Last day for 80% refund
October 8th	Last day for 40% refund
November 12th	Last day to officially withdraw and receive a “W”

Winter Quarter 2011– Begins January 3rd

December 30th	Last day for 100% refund
January 7th	Last day for 80% refund
January 21st	Last day for 40% refund
February 25th	Last day to officially withdraw and receive a “W”

Spring Quarter 2011 – Begins April 4th

April 1st	Last day for 100% refund
April 8th	Last day for 80% refund
April 2nd	Last day for 40% refund
May 27th	Last day to officially withdraw and receive a “W”

*****No exceptions to the final withdrawal deadline*****

Classes and programs that are offered using a special instructional calendars will be refunded as follows:

- 100% refund if class is withdrawn prior to the first day of class.
- 80% refund if class is withdrawn from the first calendar day through the 7th calendar day.
- 40% refund if withdrawn from the 8th calendar day through the 19th calendar day.
- No refund after the 19th calendar day.

Online classes will be refunded as follows:

- 100% refund if class is withdrawn prior to the first day of class.
- 80% refund if class is withdrawn from the first calendar day through the 7th calendar day.
- No refund after the 7th calendar day
- Once the online class begins the \$40.00 technical fee is non-refundable.

- Tuition and fees that are paid in cash will be refunded by check.
- 100% refunds of tuition and fees when courses or programs are canceled or if the college is in error.

It is the student's responsibility to withdraw from the college or from individual classes. Students must submit a Change of Schedule form to guarantee the accuracy of their permanent records and to begin refund procedures when applicable. Date of registration activity using web registration or receipt of the Change of Schedule form in the Registration office establishes the rate at which refunds will be made.

Registration Office Hours
Monday-Thursday 7:30am to 6:00pm
Friday 8:30am to 4pm
425.235.2352 (press “0” then press “1”)