

Purchase College State University of New York

Student Financial Services

Our Hours Today:

8:00am - 4:00pm

Refund Policy

[Fall 2016 & Spring 2017](#)
[Housing/Meal Plans 2016-17](#)
[Winter 2017](#)
[Noncredit](#)
[Summer 2017](#)

FALL and SPRING CREDIT COURSES

The last day to withdraw from courses without any tuition liability is **August 28, 2016 for the Fall 2016 semester and January 24, 2017 for the Spring 2017 semester**. This means that, if you reduce your number of credits below the full-time level of 12 credits or completely withdraw from the college after this date, you will be responsible for paying tuition and fees according to the schedule below.

Students who reduce the number of credits, from full-time to part-time, after August 28, 2016 for the Fall 2016 semester and after January 24, 2017 for the Spring 2017 semester are still responsible for paying tuition and fees according to the schedule below. The first day of classes as scheduled by the college shall be deemed to be the first day that classes are offered, as determined by the **academic calendar**.

Students who enroll for courses after the semester start date or start attending courses after the semester start date and then withdraw from courses are still responsible for paying tuition and fees in accordance with the tuition and fee liability schedule. The exception is for withdrawals from courses that are defined by the Office of the Registrar as late-start courses.

Federal law requires aid recipients to "earn" most of the aid they receive by staying enrolled in college at least half time. Students who withdraw prior to completing 60 percent of the semester for which they received federal student aid may be required to return some of the aid they were awarded. The law assumes that the student used the Title IV student aid (e.g., Subsidized and Unsubsidized Stafford Loans, Parent (PLUS) Loan or Perkins Loan) to pay their institutional charges - tuition, fees, residence hall room and board (meal plan), and other institutional charges. Thus, if the student withdraws prior to completing 60 percent of the semester for which they were awarded aid, the unearned portion of the aid must be returned to the federal government.

REMEMBER: You, the student, are responsible for knowing that you are registered for courses, what courses you are registered for, paying your billing statements in a timely fashion, and understanding and following the correct procedures to withdraw from courses.

FALL 2016 REFUND SCHEDULE			
Period of Enrollment	Tuition Refund	Tuition Liability	Fees Liability
Before Aug. 29	100%	0%	0%
Aug. 29–Sept. 2	100%	0%	100%
Sept. 3 – 9	70%	30%	100%
Sept. 10 – 16	50%	50%	100%
Sept. 17 – 23	30%	70%	100%
On or after Sept. 24	0%	100%	100%

FALL 2016 SHORT TERM REFUND SCHEDULE			
Period of Enrollment	Tuition Refund	Tuition Liability	Fees Liability
Before Oct. 12	100%	0%	0%

Oct. 12 - 17	100%	0%	100%
Oct. 18 - 20	70%	30%	100%
Oct. 21 - 25	50%	50%	100%
Oct. 26 - 28	30%	70%	100%
On or after Oct. 29	0%	100%	100%

SPRING 2017 REFUND SCHEDULE			
Period of Enrollment	Tuition Refund	Tuition Liability	Fees Liability
Before Jan. 25	100%	0%	0%
Jan. 25 – 31	100%	0%	100%
Feb. 1 – 7	70%	30%	100%
Feb. 8 – 14	50%	50%	100%
Feb. 15 – 21	30%	70%	100%
On or after Feb. 22	0%	100%	100%

SPRING 2017 SHORT TERM REFUND SCHEDULE			
Period of Enrollment	Tuition Refund	Tuition Liability	Fees Liability
Before Mar. 15	100%	0%	0%
Mar. 15 - 21	100%	0%	100%
Mar. 22 - 28	70%	30%	100%
Mar. 29 - Apr. 4	50%	50%	100%
Apr. 5 - 11	30%	70%	100%
On or after Apr. 12	0%	100%	100%

More Information

During 0% liability, refunds will be processed and charges removed for tuition and fees. After 0% liability, tuition will be prorated according to the schedule above, and all fees are due in full. After May 1st, Admissions/Enrollment and Housing Deposits will be forfeited. After 100% liability, a student is liable for tuition and all fees in full. Students who register for courses and who don't file the appropriate withdrawal or do not drop before the end of the first week of classes are liable for the charges outlined in the schedule.

Official withdrawals and personal or medical leaves are effective on the date that the completed, signed form is received at the Office of the Registrar. This effective date is used for calculating billing and refunds, and for assessing financial liability. The standard refund and financial liability policy applies in cases of withdrawals and personal or medical leaves.

Students who are dismissed or suspended from the college or removed from campus housing for disciplinary reasons are not entitled to a refund at any time.

Students who are academically dismissed from the college are eligible for a refund of their housing deposit placed for the upcoming academic year.

Permanent Separation from the College (matriculated students)

Please contact the Office of the Registrar to apply for a voluntary withdrawal or leave of absence. Students who, for disciplinary reasons, are dismissed from the college or removed from campus housing, are not entitled to a refund at any time. More information about the registrar's withdrawal and leaves policies is available [here](#)

Students who take a medical leave of absence, personal leave of absence, or withdraw from Purchase College after the start of the semester will be entitled to earn a portion of their financial aid funds after a federal Title IV recalculation. This is a federally mandated policy that may require Purchase College to return federal financial aid funding. The amount is determined by the percentage a student is entitled to keep according to the policy.

Read more about Federal Title IV Financial Aid Recalculation

Nonrefundable Fees:

Activity Fee, Admissions/Enrollment Deposit, Applied Music Fee, Athletic Fee, Campus Services Fee, College Fee, Health Fee, Lab (Course) Fee, Late Payment Fees, Late Registration Fees, Noncredit Registration Fee, Housing Deposit, Orientation Fee, Performance Lab Fee, Technology Fee, Time Payment Plan Application and Late Fee, Transportation Fee.

Meal Plan Refunds

If a meal plan is cancelled by the quarter-point of the semester, September 23, 2016 for the Fall semester and February 21, 2017 for the Spring semester, a 50% refund will be issued. No refund (0%) will be issued after the quarter-point of the semester.

Fall 2016	
Period of Enrollment	Refund
Before Aug. 29	100%
Aug. 29 – Sept. 23	50%
On or after Sept. 24	0%

Spring 2017	
Period of Enrollment	Refund
Before Jan. 25	100%
Jan. 25 – Feb. 21	50%
On or after Feb. 22	0%

Students who are dismissed or suspended from the college or removed from campus housing for disciplinary reasons are not entitled to a refund at any time.

Students who are academically dismissed from the college are eligible for a refund of their housing deposit placed for the upcoming academic year.

Housing Refunds

If a student cancels their room plan after they have moved in but before the quarter-point of the semester, September 23, 2016 for the Fall semester and February 21, 2017 for the Spring semester, a 50% refund will be issued. No refund (0%) will be issued after the quarter-point of the semester.

Fall 2016	
Period of Enrollment	Refund
Before Aug. 29 (if the student has not moved in)	100%
Aug. 29 – Sept. 23	50%
On or after Sept. 24	0%

Spring 2017	
Period of Enrollment	Refund
Before Jan. 25 (if the student has not moved in)	100%
Jan. 25 – Feb. 21	50%
On or after Feb. 22	0%

Students who are dismissed or suspended from the college or removed from campus housing for disciplinary reasons are not entitled to a refund at any time.

Returning students who wish to withdraw *during* the semester or *before* the start of the upcoming semester:

Please contact the Office of the Registrar to complete a Voluntary Withdrawal Form. This form is available for download on the Registrar's website:

Leave of Absence/Withdrawal Form

WINTER 2017 SESSION CREDIT COURSES

For Add/Drop or Withdrawal Forms Received	Tuition Refund	Tuition Liability	General Fees Liability
Before Wednesday, Dec. 28	100%	0%	0%
By Friday, Dec. 30	100%	0%	100%

By Monday, Jan. 2	35%	65%	100%
After Monday, Jan. 2	0%	100%	100%

NONCREDIT TUITION REFUND SCHEDULE (including courses with noncredit options*)

*Excluding the nonrefundable \$25 noncredit registration fee (per student)

Courses with 5 or more class sessions	
For add/drop or withdrawal forms received:	
Before the 1st class session	100%*
Before the 2nd class session	50%*
During or after the 2nd class session	0%
Courses with 2 to 4 class sessions	
For add/drop or withdrawal forms received:	
Before the 1st class session	100%*
Before the 2nd class session	25%*
During or after the 2nd class session	0%
Courses with 1 class session	
For add/drop or withdrawal forms received:	
Before the 1st class session	100%*
During or after the 1st class session	0%

Refer to these program sites for separate information on nonrefundable tuition deposits and refund schedules:

Summer Youth & Precollege Programs: How to Register and Refund Policy and Schedule

Summer 2017 Credit Courses

Session 1

May 22nd - June 9th, intensive, 3 weeks, online only

For Add/Drop or Withdrawal Forms Received	Tuition Refund	Tuition Liability	General Fees Liability
By May 21st, 2017	100%	0%	0%
By May 23rd, 2017	100%	0%	100%
By May 25th, 2017	35%	65%	100%
On or After May 26th, 2017	0%	100%	100%

Session 2

June 12th - July 31st, 7 weeks

For Add/Drop or Withdrawal Forms Received	Tuition Refund	Tuition Liability	General Fees Liability
By June 11th, 2017	100%	0%	0%
By June 14th, 2017	100%	0%	100%
By June 16th, 2017	35%	65%	100%
On or After June 17th, 2017	0%	100%	100%

Session 3**June 12th - June 30th, 3 weeks****June 12th -July 10th, 4 weeks**

For Add/Drop or Withdrawal Forms Received	Tuition Refund	Tuition Liability	General Fees Liability
By June 11th, 2017	100%	0%	0%
By June 13th, 2017	100%	0%	100%
By June 15th, 2017	35%	65%	100%
On or After June 16th, 2017	0%	100%	100%

Session 4**July 11th - August 1st, 3 weeks****July 11th - August 8th, 4 weeks**

For Add/Drop or Withdrawal Forms Received	Tuition Refund	Tuition Liability	General Fees Liability
By July 10th 2017	100%	0%	0%
By July 12th, 2017	100%	0%	100%
By July 14th, 2017	35%	65%	100%
On or After July 15th, 2017	0%	100%	100%

Previous semesters' refund policies

- **Fall 2009 Refund Policy**
- **Spring 2010 Refund Policy**
- **2010–11 Withdrawal and Refund Policy**
- **2011–12 Withdrawal and Refund Policy**
- **2012–13 Withdrawal and Refund Policy**
- **2013–14 Withdrawal and Refund Policy**
- **2014–15 Withdrawal and Refund Policy**
- **2015 -16 Withdrawal and Refund Policy**

CONTACT US

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