

Purchase College State University of New York

# Student Financial Services

**Our Hours Today:**

8:00 am - 4:00 pm

## Refund Policy

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Fall & Spring

Housing/Meal Plans

Winter

Noncredit

Summer

### FALL and SPRING CREDIT COURSES

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The last day to withdraw from courses without any liability is August 27, 2017 for the Fall 2017 semester and January 23, 2018 for the Spring 2018 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, on or after August 28, 2017 for the Fall 2017 semester and on or after January 24, 2018 for the Spring 2018 semester are still responsible for paying tuition and fees according to the schedule below.

Further information



**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 2017 REFUND SCHEDULE

Period of Enrollment	Tuition Refund	Tuition Liability	Fees Liability
Before Aug. 28	100%	0%	0%
Aug. 28–Sept. 4	100%	0%	100%
Sept. 5 – 8	70%	30%	100%
Sept. 11 – 15	50%	50%	100%
Sept. 18 – 22	30%	70%	100%
On or after Sept. 23	0%	100%	100%

### FALL 2017 "SHORT TERM" REFUND SCHEDULE

Period of Enrollment	Tuition Refund	Tuition Liability	Fees Liability
Before Oct. 16	100%	0%	0%
Oct. 16 - 20	100%	0%	100%
Oct. 23 - 27	70%	30%	100%
Oct. 30 - Nov. 3	50%	50%	100%
Nov. 6 - 10	30%	70%	100%
On or after Nov. 13	0%	100%	100%

### SPRING 2018 REFUND SCHEDULE

Period of Enrollment	Tuition Refund	Tuition Liability	Fees Liability
Before Jan. 24	100%	0%	0%
Jan. 24 – 30	100%	0%	100%
Jan. 31 – Feb. 6	70%	30%	100%
Feb. 7 – 13	50%	50%	100%
Feb. 14 – 20	30%	70%	100%

On or after Feb. 21	0%	100%	100%
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### SPRING 2018 "SHORT TERM" REFUND SCHEDULE

Period of Enrollment	Tuition Refund	Tuition Liability	Fees Liability
Before Mar. 14	100%	0%	0%
Mar. 14 - 20	100%	0%	100%
Mar. 21 - 27	70%	30%	100%
Mar. 28 - Apr. 3	50%	50%	100%
Apr. 4 - 10	30%	70%	100%
On or after Apr. 11	0%	100%	100%

## More Information

## Permanent Separation from the College (matriculated students)

## Meal Plan Refunds

If a meal plan is cancelled by the quarter-point of the semester, September 22, 2017 for the Fall semester and February 20, 2018 for the Spring semester, a 50% refund will be issued. No refund (0%) will be issued after the quarter-point of the semester.

Fall 2017	
Period of Enrollment	Refund
Before Aug. 28	100%
Aug. 28 - Sept. 22	50%
On or after Sept. 23	0%

## Spring 2018

Period of Enrollment	Refund
Before Jan. 24	100%
Jan. 24 – Feb. 20	50%
On or after Feb. 21	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 22, 2017 for the Fall semester and February 20, 2018 for the Spring semester, a 50% refund will be issued. No refund (0%) will be issued after the quarter-point of the semester.

Fall 2017	
Period of Enrollment	Refund
Before Aug. 28 (if the student has not moved in)	100%
Aug. 28 – Sept. 22	50%
On or after Sept. 23	0%

Spring 2018	
Period of Enrollment	Refund
Before Jan. 24 (if the student has not moved in)	100%
Jan. 24 – Feb. 20	50%
On or after Feb. 21	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 2018 SESSION CREDIT COURSES

For Add/Drop or Withdrawal Forms Received	Tuition Refund	Tuition Liability	General Fees Liability
Before Wednesday, Dec. 27	100%	0%	0%
Dec. 27 - Dec. 28	100%	0%	100%
Dec. 29 - Jan. 3	35%	65%	100%
On and after Thursday Jan. 4	0%	100%	100%

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

### UPDATED: for SPRING 2018 COURSES:

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

\*\*If this falls on a weekend, written notice must be received by the close of business on the previous Friday.

7 calendar days** before the 1st class session	100%*
6 or fewer calendar days** before 1st class session	50%*
During or after the 1st class session	0%

### The following is for Fall 2017 and prior ONLY:

\*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%
<b>Courses with 2 to 4 class sessions</b>	
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%
<b>Courses with 1 class session</b>	
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** and **Continuing Education Refund Policy**

## Summer 2018 Credit Courses

### Session I: June 4th - June 29th (4 weeks)

For Add/Drop or Withdrawal Forms Received	Tuition Refund	Tuition Liability	General Fees Liability
By June 3rd, 2018	100%	0%	0%
By June 5th, 2018	100%	0%	100%
By June 8th, 2018	35%	65%	100%
On or After June 9th, 2018	0%	100%	100%

### Session II: June 4th - July 27th (8 weeks)

<b>For Add/Drop or Withdrawal Forms Received</b>	<b>Tuition Refund</b>	<b>Tuition Liability</b>	<b>General Fees Liability</b>
By June 3rd, 2018	100%	0%	0%
By June 6th, 2018	100%	0%	100%
By June 13th, 2018	35%	65%	100%
On or After June 14th, 2018	0%	100%	100%

### Session III: July 2nd - July 27th (4 weeks)

<b>For Add/Drop or Withdrawal Forms Received</b>	<b>Tuition Refund</b>	<b>Tuition Liability</b>	<b>General Fees Liability</b>
By July 1st, 2018	100%	0%	0%
By July 3rd, 2018	100%	0%	100%
By July 6th, 2018	35%	65%	100%
On or After July 7th, 2018	0%	100%	100%

**Previous semesters' refund policies**



### Contact Us

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