Tuition Refund Policy

A student wishing to officially withdraw should inform the School at least five (5) calendar days, but no more than thirty (30) calendar days, in advance of withdrawal, and is encouraged to do so in writing to the Business Office or Financial Aid Office. A student who returns to the School after withdrawing must sign a new enrollment agreement and will be subject to the then-current price of tuition and fees. A student's last date of attendance as documented by the School as the last day a student had academically related activity, which may include projects, clinical experiences, or examinations, as evidenced by posted attendance, will be used to calculate any money the student owes and to calculate any refund the student is due. The date of withdrawal determination is 14 calendar days after the student's last date of attendance as determined by the School. All other fees are non-refundable when the applicable item or service is provided to the student. Student refunds are based on the formula below:

Proportion of Total Course or Program Taught by Date with Withdrawal	Tuition Refund
Less than 10%	90% refund
10% up to but not including 20%	80% refund
20% up to but not including 30%	60% refund
30% up to but not including 40%	40% refund
40% up to 50%	20% refund
More than 50%	No refund

In the event that a Student withdraws or is dismissed from the School, all efforts will be made to refund pre-paid amounts for books, fees and supplies except for those items that have been consumed. If a refund is due, it will be made within 30 days of the withdrawal date. The date of withdrawal or termination is the last date of attendance by the student. A refund due to a student shall be based on the date of withdrawal or termination and paid within 30 days from the date of withdrawal or termination.