

## Withdraw Policy

### 2020-2021 Fall and Spring Semester

TUITION CREDIT FOR DROPPING A CLASS (THROUGH last day to Add/Drop)

During the add/drop period – 100% adjustment of all tuition charges and financial aid.

After the add/drop period, no refund of charges or changes to financial aid will occur unless student **withdraws from all credits.**

#### TUITION CREDIT FOR WITHDRAWING FROM THE UNIVERSITY

##### FALL 2020

Week 1 = 100% (Through Add/Drop)

Week 2 = 87% (Fall through 09/4/20)

Week 3 = 80 % (Fall through 09/11/20)

Week 4 = 73% (Fall through 09/18/20)

Week 5 = 67% (Fall through 09/25/19)

Week 6 = 60% (Fall through 10/02/19)

Week 7 = 53% (Fall through 10/9/19)

Week 8 = 47% (Fall through 10/16/19)

Week 9 = 40% (Fall through 10/23/19)

##### Spring 2021

Week 1 =100% (Spring through Add/Drop)

Week 2 =100% (Spring through 01/29/21)

Week 3 =80% (Spring through 02/5/21)

Week 4 =73% (Spring through 02/12/21)

Week 5=67% (Spring through 02/19/21)

Week 6=60% (Spring through 02/26/21)

Week 7=53% (Spring through 03/05/21)

Week 8 =47% (Spring through 03/12/21)

Week 9 =40% (Spring through 03/19/21)

For students who completely withdraw from the University: • All charges are prorated depending upon the week until the 9th week of school. • All financial aid is returned to the programs first. Financial Aid is earned by a percentage until 60% timeframe into the semester. After the 60% day all financial aid is earned. A calculation known as R2T4 or Return to title IV will be completed when a student completely withdraws from all classes to determine what if any aid is earned.

Refund of student payments is second. • After the 9th week of school, no refund of student payment is available for a student withdrawal.

<b>Fall 2020</b> Classes Begin August 24 Last day to Add/Drop September 2 Last Day to Withdraw November 2 Last day of Class December 1 Exams December 3-8	<b>Spring 2021</b> Classes Begin January 20 Last day to Add/Drop January 29 Last Day to Withdraw March 31 Last day of Class May 5 Exams May 7,8,10,11,12
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Adjustments or special considerations may be made on a case by case basis should extenuating circumstances exist. See our website for any updates or changes at [www.franciscan.edu](http://www.franciscan.edu)