

Withdraw Policy

2023-2024 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

Week 1 = 100% (Through Add/Drop)

Week 2 = 87% (Fall through 09/08/23) (Spring through 01/26/24)

Week 3 = 80 % (Fall through 09/15/23) (Spring through 02/02/24)

Week 4 = 73% (Fall through 09/22/23) (Spring through 02/09/24)

Week 5 = 67% (Fall through 09/29/23) (Spring through 02/16/24)

Week 6 = 60% (Fall through 10/06/23) (Spring through 02/23/24)

Week 7 = 53% (Fall through 10/13/23) (Spring through 03/01/24)

Week 8 = 47% (Fall through 10/20/23) (Spring through 03/08/24)

Week 9 = 40% (Fall through 10/27/23) (Spring through 03/15/24)

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.

Fall 2023

Classes Begin August 28

Last day to Add/Drop September 6

Last Day to Withdraw November 2

Last day of Class December 8

Spring 2024

Classes Begin January 16

Last day to Add/Drop January 24

Last Day to Withdraw April 2

Last day of Class May 1

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