

Schedule for Return of Unearned TA Funds

5-week* Course Withdrawal

Day 1-7	100% return
Day 8	77% return
Day 9	74% return
Day 10	71% return
Day 11	69% return
Day 12	66% return
Day 13	63% return
Day 14	60% return
Day 15	57% return
Day 16	54% return
Day 17	51% return
Day 18	49% return
Day 19	46% return
Day 20	43% return
Day 21	40% return (60% of course is completed)
Day 22	0% return

6-week* Course Withdrawal

Before or during week 1	100% return
During week 2	75% return
During week 3	50% return
During week 4	40% return (60% of course is completed)
During weeks 5-6	0% return

8-week Course Withdrawal

Before or during week 1	100% return
During week 2	75% return
During weeks 3-4	50% return
During week 5	40% return (60% of course is completed)
During weeks 6-8	0% return

8-week Online Course Withdrawal

- 100% of Tuition Assistance (TA) received will be returned if the student withdraws within the first week of class, but before submission of the first assignment. The student's request will be processed as a drop for the purpose of returning TA funds only, not for Financial Aid attendance or recalculating of aid.
- 75% of TA received of TA received will be returned if the student withdraws after submitting the first assignment and through the end of the second week of classes.

- 50% of TA received will be returned if the student withdraws after the second week of classes, but before the end of the fourth week of classes.
- **25% of TA received will be returned if the student withdraws after the fourth week of classes, but before the end of the sixth week of classes. (60% of course is completed)**
- No TA received will be returned if the student withdraws after the sixth week of classes.

16-week* Course Withdrawal

Before or during weeks 1-2	100% return
During weeks 3-4	75% return
During weeks 5-8	50% return
During weeks 9	40% return (60% of course is completed)
During weeks 10-16	0% return

* **Note:** *The educational institution's week of instruction is counted as 7 days*