

GENERAL REFUND POLICY

If a class is cancelled by the college, 100 percent of tuition and fees applicable to the cancelled class will be refunded. Students who drop courses or officially withdraw from Weatherford College will be refunded tuition and mandatory fees according to established guidelines, outlined in the following schedule.

Students disputing an outstanding balance must contact the Business Office no later than one calendar year from the date the charge was incurred.

The Business Office prepares refund checks after an audit of a student's account. Immediate refunds are not issued upon withdrawal. Any refunds due to a student will be directly deposited to a student's designated account or mailed to the address on file with the Student Services Office.

The withdrawal refund is based on the date of withdrawal, regardless of the date the class first meets. The semester's first class day is always the first official college day of classes and not the first day of an individual's class.

Any student officially withdrawing from the college may do so through the Student Services Office in writing, online or by signed fax (817-598-6205). The student will receive a refund of tuition and mandatory fees in accordance with the following schedule.

Note: Federal financial aid recipients who withdraw from all classes may be required to repay some or all of the financial aid received during the term per federal regulations. Students should contact the Financial Aid Office for additional information prior to withdrawing from classes.

Coordinating Board approved semester-length courses for which semester credit hours are awarded:

During the fall or spring semester or comparable trimester:

100% is refunded prior to the first class day during the first fifteen semester class days, 70% during the sixteenth through twentieth class days, 25% after the twentieth class day, none

Five-week summer semester:

100% is refunded prior to the first class day during the first five class days, 70% during the sixth class day, 25% after the sixth class day, none

For non-semester-length courses with a census date other than the 12th class day (4th class day for a six-week summer semester):

prior to the first class day, 100 percent after classes begin (See 'Drops and Withdrawals' schedule)

DROPS AND WITHDRAWALS

Length of Class	Last day for 70 percent refund	Last day for 25 percent refund
Term in Weeks	percent refund	percent refund
2 or less	2	n/a
3	3	4
4	4	5
5	5	6
6	5	7
7	7	9
8	8	10
9	9	11
10	9	12
11	10	14
12	12	15
13	13	16
14	13	17

15
16 or longer

14
15

19
20

NOTE: Refund policies are subject to change at any time under the authority of the Texas Higher Education Coordinating Board.