

# Withdrawal Calendar / Refund and Assessment Schedule

# Fall 2018

# Students are responsible for knowing the refund and assessment schedule and for paying tuition and fees.

- Faculty and staff using the tuition benefit have a different schedule; see Withdrawal & Dropping Classes.
- Students enrolled in an eight-, five- or four-week class, refer to the Special Session withdrawal information.

Fall 2018 Withdrawal Dates	Refund and Assessment Schedule
By Aug. 17 at 11:59 p.m.	<b>Continuing</b> students who drop <i>all</i> Main Campus classes are eligible for a full refund of their tuition, fees and confirmation deposit.
	<b>New, readmit &amp; transfer</b> students who drop <i>all</i> Main Campus classes are <i>not</i> eligible for a refund of their confirmation deposit.
Aug. 18–Sept. 12 at 11:59 p.m.	<b>New, readmit &amp; transfer</b> students are not eligible for a confirmation deposit refund, and will not be charged the withdrawal fee.
	<b>Continuing Education</b> students are not assessed a financial penalty if they withdraw by the end of this period.
	<b>All other students</b> are required to pay a \$200 withdrawal fee if they withdraw from <i>all</i> Main Campus classes during this period. The confirmation deposit is automatically credited toward the fee.
Sept. 13–Sept. 26 at 11:59 p.m.	Students who drop <i>all</i> Main Campus classes are required to pay 40 percent of tuition and fees,* and W grades are posted to transcripts (60 percent refund).
Sept. 27–Oct 10 at 11:59 p.m.	Students who drop <i>all</i> Main Campus classes are required to pay 60 percent of tuition and fees,* and W grades are posted to transcripts (40 percent refund).
Oct. 11–Dec. 13 at 11:59 p.m.	Students who drop <i>all</i> Main Campus classes are required to pay 100 percent of tuition and fees (no refund), and W grades are posted to transcripts.
Oct. 29	The semester is 60 percent complete. If attendance is confirmed, students who drop all Main Campus classes on or after this date will have earned 100 percent of their financial aid award. See the <u>Financial Aid Withdrawal Policy</u> for details.
Beginning Nov. 3	<b>Environment, law, music</b> and <b>MBA</b> students require dean's approval to drop <i>all</i> Main Campus classes.
Dec. 13 at 11:59 p.m. (last day of classes)	Last day to withdraw from the university. Students who drop <i>all</i> Main Campus classes are required to pay full tuition and fees, and W grades are posted to transcripts.

\*The 60 percent and 40 percent refunds apply to the net portion of tuition after COF has been paid for a resident student. Only the following fees are partially refunded: student fee, capital construction fee and athletic fee. All other fees will not be adjusted.



# Fall 2018 Withdrawal Information

# Withdrawal Procedure

#### Withdrawal Form

To officially withdraw from the university, submit an online withdrawal form (see Withdraw from the Semester).

#### Withdrawal Checklist

To ensure your withdrawal is complete, refer to the <u>withdrawal checklist</u>.

#### International Students

Consult with <u>International Student &</u> <u>Scholar Services</u> (303-492-8057, <u>isss@colorado.edu</u>) before you withdraw. Failure to do so could endanger your immigration status.

#### **Student Athletes**

Contact the <u>Herbst Academic Center</u> (303-492-6591) before you withdraw.

#### **Continuing Education (CE)**

If you're enrolled in only CE classes, contact CE (303-492-5148, <u>ceregistration@colorado.edu</u>) to withdraw.

# Students Ordered to Active Duty & Emergency Personnel

Contact the Office of the Registrar and provide a copy of your orders. See <u>Withdraw from the Semester</u>.

# **Financial Information**

#### Refund & Assessment Schedule

Semester-specific withdrawal information is available in the resources sidebar on the <u>Withdraw from the Semester</u> page.

#### **Tuition Dispute Process**

The <u>tuition dispute process</u> is available for students with extenuating circumstances. The deadline to dispute charges is the last day of classes. (Bursar's Office, 303-492-5381, <u>bursar@colorado.edu</u>)

#### Federal Perkins Loans

Students with Federal Perkins loans or a short-term loan must complete the loan exit interview. (Student Loan Department, 303-492-5571)

#### **College Opportunity Fund**

If you withdraw by the drop deadline, your authorized COF hours will not be deducted from your lifetime hours. After the drop deadline, authorized COF hours will be deducted.

# **Out-of-State Guaranteed Tuition Rate**

Out-of-state students who withdraw from the term do not have their <u>four-year</u> <u>guaranteed tuition period</u> extended. (Bursar's Office, 303-492-5381, <u>bursar@colorado.edu</u>)

#### **Financial Aid**

You may be responsible for returning some or all of your funding. Contact the Office of Financial Aid (303-492-5091, <u>financialaid@colorado.edu</u>) before you withdraw.

### RAs & TAs

If you withdraw within the first 12 weeks of the term, your RA/TA appointment will be reversed and you'll be responsible for tuition charges according to the refund & assessment schedule.

#### Faculty & Staff

Faculty/staff using the tuition waiver benefit should contact the Bursar's Office (303-492-5381, <u>bursar@colorado.edu</u>) before you withdraw.

#### VA Education Benefits

If you're receiving veteran's education benefits, contact <u>Veteran & Military Affairs</u> (303-492-7322, <u>veterans@colorado.edu</u>) before you withdraw.

# Housing Information

#### **Residence Halls**

Notify your hall director and complete the checkout procedure within 48 hours of withdrawing.

#### **Bear Creek**

Notify the Bear Creek office (303-735-2275) of your withdrawal.

#### **Family Housing**

Notify the Family Housing Office (303-492-6384) of your withdrawal and provide 45 days' notice before you move out.

**Residential Academic Programs** Contact your RAP advisor to withdraw from the program.

# Student-Selected Opportunities

#### Athletic Tickets

Purchased athletic tickets remain valid for the semester. To return tickets, contact the athletics box office (303-492-8337).

#### **Student Opportunity Fees**

The deadline to request a refund of selected <u>student opportunities</u> fees is the drop deadline. To request a refund, contact the office providing the service.

#### **CU Recreation Center**

Withdrawn students are not eligible to use the Recreation Center; students on an official <u>leave of absence</u> may purchase a recreation center pass. For refunds or exceptions, contact the CU Recreation Center (303-492-6880).

# Health & Wellness Information

For information about insurance or billing, contact <u>Medical Services</u> (303-492-5101).

The following offices offer counseling services and information to all CU Boulder students:

- <u>Counseling & Psychiatric Services</u> offers confidential counseling up to 30 days after withdrawing. (Center for Community N352, 303-492-2277)
- The <u>Center for Inclusion & Social</u> <u>Change</u> offers support services. (Center for Community N320, 303-492-0272, <u>cisc@colorado.edu</u>)
- The <u>Office of Victim Assistance</u> offers free and confidential advocacy and trauma counseling. (Center for Community N352, 303-492-8855, <u>assist@colorado.edu</u>)

# Returning to CU Boulder

#### **Degree-Seeking Undergraduates**

If you received grades for at least one CU Boulder semester, you may take off up to two consecutive semesters plus one summer without having to reapply (see the <u>return chart</u>). You'll keep your registration priority and retain access to your CU accounts. You may apply for optional leave of absence benefits.

#### Graduate, Law & MBA Students

If you don't enroll in classes or receive grades (W grades count) in a fall or spring semester, you must apply for a <u>leave of</u> <u>absence</u> to remain in your program. You'll keep your registration priority and may access certain benefits while away. Approval signatures are required.