



## Refunds for Student Withdrawals

Effective Date: December 6, 1993

Approval: March 23, 2016

Maintenance of Policy: Office of Student Accounts

**PURPOSE:** To establish appropriate guidelines for refunds.

**SCOPE:** All full-time and part-time undergraduate, graduate and law school students

**POLICY:** The official date of withdrawal should truly and accurately reflect the student's last day of attendance in any of their classes. Upon withdrawal from the University for academic, medical or other hardship, tuition will be refunded according to the refund schedule. The refund schedule can be found at [http://www.udayton.edu/studentaccounts/tuitionfees/fees\\_withdrawals.php](http://www.udayton.edu/studentaccounts/tuitionfees/fees_withdrawals.php)

Appeals to refund amounts may be granted for extenuating circumstances (e.g., refunds may be appropriate in cases of student medical withdrawals reviewed in accordance with the Student Medical Withdrawal Policy). Appeal determination will be handled on a case by case basis by the Director of Student Accounts. The Office of Student Accounts (Bursar) may request supporting documentation related to the withdrawal and may consult with other University departments to validate the reason for withdrawal.

Housing refunds will be in accordance with the Student Housing contract. Dining Services refunds will be pro-rated based upon the date of withdrawal and remaining time of the semester.

### REFERENCE DOCUMENTS:

1. University of Dayton  
Cancellation of University Meal Plans for Delinquent Student Accounts
2. University of Dayton Student Housing Contract
3. University of Dayton Student Medical Withdrawal Policy

### POLICY HISTORY:

Approved in its Original Form:  
December 6, 1993

Approved as Amended:  
December 11, 1995

Approved as Amended:  
July 24, 2000

Approved as Amended:  
March 23, 2016