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## 1903 REFUND OF TUITION, FEES OR OTHER CHARGES

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**Subject: Tuition, Fees and Other Student Charges**  
**Effective: January, 1989**  
**Revised: April, 2015**  
**Reviewed: April, 2016**  
**Responsible Office: OSFS**  
**Approval: AVP Student Registration and Financial Services**

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### PURPOSE

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Students may be eligible for a full or partial refund of tuition, fees or financial assistance.

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### POLICY

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1. Refund policies must be in compliance with government sponsored financial assistance programs as determined by the University Director of Financial Aid.
2. The Office of Student Registration & Financial Services is responsible for verifying the appropriateness of student refunds.
3. The Office of Student Registration & Financial Services is responsible for processing all student refunds.
4. Federal refunds include excess of federal aid over eligible credits.
5. Refunds are disbursed via Direct Deposit or check.
6. Students must present valid identification prior to the release of a refund check.
7. Student must authorize Direct Deposit of a refund by completing the required online documentation.