

Tuition Refund Policy

Tuition refunds are made based upon Title 23 of the N.C. Administrative Code (23 NCAC) guidelines. A refund shall not be made except under the following circumstances:

1. A 100 percent refund shall be made if the student officially withdraws prior to the first day of class(es) of the academic semester as noted in the college calendar. Also, a student is eligible for a 100 percent refund if the class the student is officially registered for fails to "make" due to insufficient enrollment.
2. A 75 percent refund shall be made if the student officially withdraws from the class(es) prior to or on the official 10 percent point of the semester as noted in the college calendar. No tuition refunds will be made after the 10 percent point in the term.
3. Refund of fees will only be made if the student officially withdraws prior to the first day of class(es) of the academic semester as noted in the college calendar and/or if the class the student is officially registered for fails to "make" due to insufficient enrollment.

The above policy may differ for financial aid recipients. For example, refunds may not be made to students, but may be credited to the appropriate financial aid program. For a more detailed explanation, contact the Financial Aid Director.

In all refund cases, students must initiate the withdrawal process through the Registrar's Office. The Business Office will make the allowable refund only after the proper process has been handled through the Registrar's Office.

Students will be charged 25 percent of the cost of any course dropped through the 10 percent point of the semester as noted in the college calendar. The charge does not apply if a course with equal or more credit hours is added at the same time (in the same transaction). If a schedule change is needed on or before Registration Day, students must see their advisor to avoid paying the 25 percent charge. If a change is needed after the 10 percent point of the semester as noted in the college calendar, students are responsible for 100 percent of the costs of courses on their schedule. For more details, please contact the Registrar's Office.