

Middlesex Community College

Fall 2021 Withdrawal/Refund Policy

When a student drops or withdraws from a course, the college must still meet processing, instructional and other costs. Students who withdraw from a course during the Add/Drop period will receive the appropriate adjustment, depending on when they submit the request. The refunds from credit courses are adjusted as follows:

- **Refund Policy for Regular Semester Schedule (September 9 – December 23)**
 - On or Before September 14 – 100% Adjustment/Refund
 - Students who withdraw from all of their classes during the 100% refund period will be assessed a non-waivable \$25 administrative fee.
 - From September 15 to September 21 – 50% Adjustment/Refund for all course fees
 - For Example: 3 credit course at \$252 per credit equals \$756; 50% refund is \$378.
 - **NO ADJUSTMENT/REFUND AFTER SEPTEMBER 21**

- **Refund Policy for Accelerated Semester Schedules**

8 week Minimester 1= September 8 - October 28

AHP Session I = September 8 – November 6

8 week Minimester 2= November 1 - December 23

AHP Session II = November 8 – January 22

100% Adjustment/Refund

8-Week Minimester 1

On or Before September 11th

8-Week Minimester 2

On or Before November 4th

AHP Session I

On or Before September 11th

AHP Session II

On or Before November 12th

50% Adjustment/Refund

8-Week Minimester 1

September 12 to September 15

8-Week Minimester 2

November 5 to November 8

AHP Session I

September 12 to September 15

AHP Session II

November 13 to November 16

No Adjustment/Refund After

8-Week Minimester 1

After September 15th

8-Week Minimester 2

After November 8th

AHP Session I

After September 15th

AHP Session II

After November 16th

Important: To be eligible for a refund, students **MUST officially withdraw from their class/classes** by notifying the college in writing, in person, online, or by calling 1-800-818-3434. Official course withdrawal forms are available at each campus at the Student Information Center. Lack of attendance, course abandonment, etc. does not constitute course withdrawal. A student receiving Federal Title IV aid and who has officially withdrawn from the college may be entitled to a refund of tuition and fees in accordance with the federally mandated schedule.