



Institutional Refund Policy (Online)

Tuition and Fees: Students who must withdraw from a class or classes during the semester may receive a refund of a percentage of the semester's tuition and fees charges. To receive a refund, students must withdraw online or, in extenuating circumstances, complete a drop form found online at my.jessup.edu. The date of withdrawal for refund purposes is determined by the date the student withdraws from the course online, or in some cases, the last date a student has attended an academically-related function (typically the last date they attended class or submitted an assignment or post. Refunds indicated are percentages of total tuition charges, not of amounts paid to date of withdrawal. The student may be required to pay unpaid charges.

Financial aid eligibility is 'earned' based on how many days a student is enrolled in the term/payment period. When a student withdraws from all courses, the percentage of aid earned is calculated and 'unearned aid' is returned to the appropriate funding agency. Once a student has attended 60% of the term/payment period, financial aid is considered to be 100% earned in full.

NOTE: *Dropping a partial number of units will result in your financial aid eligibility being recalculated. Jessup takes a conservative approach on recalculating eligibility and will recalculate all forms of financial aid up to the 60% point of a term/payment period. Our Pell recalculation date is the last day of the term.*

Federal Title IV Financial Aid (Pell Grant, SEOG, Direct Loan, and Parent PLUS Loan) is refunded based on Return to Title IV regulations using the Federal R2T4 software.

State Financial Aid (Cal Grant) is typically refunded when a student withdraws. However, in certain circumstances, it may be beneficial for a student to use Cal Grant eligibility despite withdrawing from school. Those situations will be handled on a case-by-case basis.

Jessup Institutional Aid is earned similar to the tuition refund policies below. For example, if a student withdraws and receives an 80% refund of tuition, then the student will also have 80% of Jessup institutional aid debited/refunded.

Military Students: A student who must withdraw for military purposes shall be refunded 100% of fees and tuition paid, regardless of the date of withdrawal. Documentation is required.

Seven (7) and Fifteen (15) Week Course Refund Policy (online and synchronous delivery)

Students who are charged on a per unit basis and are enrolled in online or synchronous courses will have refunds for online and synchronous courses distributed incrementally based on percentage of course delivered and the date of the drop/withdrawal, until 40% refund. After the 40% threshold, students will receive a 0% refund and are able to withdraw from the course during the first $\frac{2}{3}$ of the term.

Example of a 7 week refund schedule	Refund
Day 1 or prior	100%
Day 2	96%
Day 3	94%
Day 4	92%
Day 5	90%
Day 6	88%
Etc.	
Day 29	41%
Day 30	39%
Day 31	No refund
Day 32	No refund
Day 33 (last day to withdraw)	No refund

Example of a 15 week refund schedule	Refund
Day 1 or prior	100%
Day 2	98%
Day 3	97%
Day 4	96%
Day 5	95%
Day 6	94%
Etc.	
Day 62	41%
Day 63	40%
Day 64	No refund
Etc.	
Day 69	No refund
Day 70 (last day to withdraw)	No refund