

eTROY REFUND POLICY

Cancellation and refund policy

When dropping a course, you may still be required to pay at least a portion of that course:

If dropping an online course:

During the first week of the term, you owe 0%.

During the second week of the term, you owe 50%.

During the third week of the term or anytime thereafter, you owe 100%.

Contact your Academic Advisor for term specific dates or visit the eTROY Academic Calendar at <http://trojan.troy.edu/etroy/academiccalendar.html>.

Withdrawal policy:

If a student wishes to withdraw from the University, the student may be entitled to a partial refund of the tuition. Refund percentages are defined in the term schedules.

1. For Troy University - Alabama Campus Locations

Official withdrawal will result in 100% refund of charges for tuition, laboratory fees, technology fees and student activity fees through the first week of classes (seven calendar days from the term's class begin date.) No refund of these charges will occur after the first week of class. For weekend classes, no reduction of charges will occur after the second class meeting.

2. For Troy University - Global Campus

- a. 100% refund for any withdrawal during Late Registration
- b. 50% refund for withdrawal from the end of Late Registration through the second Friday of the term.
- c. 0% refund for any withdrawal after the second Friday of the term.
- d. This policy includes distance learning and weekend classes.
- e. This policy does not apply to the State of Georgia and Pacific Region due to existing contractual agreements.

SPECIAL NOTES ON REFUNDS FOR WITHDRAWALS:

1. Students who withdraw from the University may qualify for a refund if medical reasons can be documented.
2. Applications fees, registration fees, and housing deposits are non-refundable fees.
3. A student called for military service during the school term should consult with Student Financial Services regarding refunds of fees.
4. Room rent is non-refundable.
5. Meal plans may be canceled if a student withdraws from the university. The refund will be prorated on a weekly basis on the unused portion of the meal plan. The meal plan must be paid for through the date the withdrawal is processed.

If a student does not meet his/her financial or other obligations, he/she will not be permitted to register for any subsequent term. Official transcripts will not be issued by the University until such obligations are met.

All financial regulations, fees and charges are subject to change as conditions warrant.