

NEW RIVER COMMUNITY AND TECHNICAL COLLEGE

Policy Number: D.600

Effective Date March 3, 2005

TITLE: Refund Schedule

RATIONALE: The purpose or function of this policy is to establish a timeframe for refunds to students.

POLICY STATEMENT

Refunds to students who withdraw totally from the college will be mailed within 30 days of the date the completed Permit to Withdraw is received in the Business Office. Refunds to institutional federal financial aid accounts will be deposited within the 30-day federal limit.

RELATED POLICIES: New River Board of Governors Policy No. 7 "Assessment, Payment, and Refund of Fees"

RESPONSIBLE OFFICE: Business Office, Financial Aid Office