

REFUND POLICY

Residents

Your enrollment fee, **less a \$10 processing charge**, is returned automatically if courses are dropped prior to the specific refund deadline date of the section, or full refund if the college cancels a class. For short-term classes (meeting less than two weeks), **you must drop before the first class meeting**. For short-term classes (greater than two weeks) including summer session classes, you must drop prior to ten percent (10%) of the length of the course. For full-term classes, the refund deadline date is posted in the Enrollment Services Important Dates webpage. Drop deadlines are also displayed in Self-Service including the refund date, drop without a "W" and drop with a "W" date.

Parking fee refunds must be requested via email through Parking Services at parking@msjc.edu. A processing fee of up to \$10 may be assessed for each refund requested. **No refunds will be made after the second week of instruction. It is the student's responsibility to drop classes.**

The processing time for refunds is approximately four (4) weeks. Keep receipts for reference. Student's registration privileges and diplomas may be withheld pending settlement of outstanding financial obligations due the college.

If you do not appear in class, do not drop the course and the instructor does not drop you, **you will be held responsible for fees. In addition, you may also receive a failing grade.**

Military Withdrawal

Students who have withdrawn from classes due to military orders are entitled to a refund. A refund request form (<https://www.msjc.edu/enroll/documents/Refund-Request.pdf>) must be submitted to Enrollment Services.

Excused Withdrawal

Drops as the result of an Excused Withdrawal "EW" are not automatically entitled to a refund. A refund request form (<https://www.msjc.edu/enroll/documents/Refund-Request.pdf>) must be submitted to Enrollment Services for consideration.

Non-Residents

The amount of your tuition that will be refunded depends upon if and when you drop your course(s).

Mt. San Jacinto College complies with all refund requirements established by the Federal Title IV Financial Aid Regulations. These refund regulations may differ from the college's regular refund policy. The college's current financial aid tuition refund policy may be obtained from the Financial Aid Office.