



LOMA LINDA UNIVERSITY

School of Medicine

OPERATING POLICY

TUITION POLICY FOR STUDENTS WHO ARE REQUIRED TO REPEAT COURSE WORK, TAKE A LEAVE OF ABSENCE, OR WITHDRAW FROM SCHOOL

CATEGORY:

COORDINATOR:

Governing Policy:

Related Entity Specific Policy:

NOTE: Federal financial aid is not available to students who are required to repeat a year. Repeating students will need to obtain private loans to cover any repeat expenses.

1. **First-Year Students:** Students who choose to withdraw or take a leave of absence any time before the start of the second block will be charged twenty-five percent (25%) tuition. Students who withdraw or take a leave of absence after the start of the second block but prior to the end of the December Integration Week will be charged forty percent (40%) tuition. Students who withdraw or take a leave of absence after the start of the third block but prior to the start of the fourth block will be charged fifty percent (50%) tuition. Students who withdraw or take a leave of absence after start of the fourth block but prior to the end of the fifth block will be charged seventy-five percent (75%) tuition. Students who withdraw or take a leave of absence after the start of the sixth block will be charged full tuition for the year.
2. **Second-year students:** The refund policy for the second-year curriculum is based on a student's progression through the four required primary blocks. Students who withdraw or take a leave of absence before the exam at the end of the first block will receive 100% tuition not including fees. The charge for fees will be adjusted to correspond with the length of time before students who withdraw or take a leave of absence after the first block but prior to the beginning of the second block will be charged twenty percent (25%) tuition. Students who withdraw or take a leave of absence after the start of the second block but prior to the beginning of the third block will be

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REVIEWED BY:

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charged 50% tuition. Students who withdraw or take a leave of absence after the start of the third block but prior to the beginning of the fourth block will be charged 75% tuition. Students who withdraw or take a leave of absence during or after the 4th block will be charged full tuition for the year.

3. All third and fourth year medical students will be charged 100% tuition at the beginning of each academic year. If during that year they take a leave of absence, a portion of their tuition may be refunded but they will pay that same percent of tuition at the following year's rate when they return.
4. When students return from a leave of absence, they will be charged fifty percent tuition (50%) for the classes they failed or were failing at the time of the leave for those terms which they have already paid full tuition during the failed year.

Transcript Grade Notes for Students who Withdraw or Take a Leave of Absence

Students who take a leave of absence or withdraw prior to completion of 80% of a course (not counting final exam weeks) will receive a W on the transcript. Courses that are more than 80% complete will receive an Unsatisfactory grade on the transcript. Since courses begin and end at various times during the term/year, students should consult early with the Dean's Office if contemplating withdrawing from a course.

Financial Policies and Information

The student is expected to arrange for financial resources to cover all expenses before the beginning of each school year. Accounts with other schools with this University must be settled before enrollment will be allowed or services offered. Registration is not complete until tuition and fees for each term are paid; therefore, the student should be prepared to make these payments during scheduled registration periods for each academic year. Tuition and fees may vary from amounts shown. Please refer to the [Student Account Disclosure Statement](#) for additional student account financial information.

STUDENT FEES

Enrollment fees

Students attending this University will be charged an enrollment fee, based on the criteria indicated below. Neither the fee in total nor any portion of the fee will be waived under any circumstance. Other school-specific charges-such as technology fees, laboratory fees, etc., may also appear on the student account. The following criteria govern the enrollment fee:

1. Students who are accepted into a degree program and registered will be charged the enrollment fee, regardless of the number of units for which they are registered.

2. Students who are not accepted into a degree program but who are registered as non-degree students for more than four units (five units for School of Allied Health Professions) will be charged the enrollment fee.
3. Students who are working on "In Progress" courses and who are not registered for any other units will be charged the enrollment fee.
4. A student who is charged the enrollment fee but who drops all units before the deadline for a full refund (generally one week after the first day of classes) will receive a full refund of the enrollment fee and will have no access to any University benefits. Please refer to the refund policy.
5. LLUAHSC employees who are "full-time, benefit eligible" will not be charged the enrollment fee, whether they are using their education benefit or not. Spouses of employees who are using the employee benefit will be charged the enrollment fee.
6. Students participating in an off-campus or online program will not be charged the enrollment fee unless the program specifically requires this fee.
7. Other school-specific fees will be charged independent of the enrollment fee.

Other fees

Late registration fee	\$200
Late payment fee	\$100
Returned check fee	\$25
Lost withdrawal check reissue fee	\$15
Returned direct deposit fee	\$15

Students who have not paid the balance due for registration, or who have not been awarded financial aid sufficient to cover the balance prior to registration, will be charged a late payment fee. Additional Financial Policies and Information can be found at:

<https://llucatalog.llu.edu/about-university/financial-policies-information/>