

## **OPERATING POLICY**

## MASTER OF MEDICAL SCIENCE TUITION REFUND POLICY

Students who choose to withdraw or take a leave of absence any time before the start of the second block will be charged 25% tuition. Students who withdraw or take a leave of absence anytime after the start of the second block will be charged 40% tuition. Students who withdraw or take a leave of absence after the start of the third block will be charged 60% tuition. Students who withdraw or take a leave of absence after the start of the fourth block will be charged 80% tuition. Students who withdraw or take a leave of absence after the start of the fifth block will be charged full tuition for the year.

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 on the transcript. Since courses begin and end at various times during the year, students should consult early with the Program Director if contemplating withdrawing from a course.