

OPERATING POLICY

Tuition Policy for Students who are Required to Repeat Course Work, Take a Leave of Absence, or Decelerate

- 1. Students who are required to repeat a course(s) during the summer will be charged \$750 for each repeat course.
- 2. Students who are required to repeat an academic year will be charged fifty percent (50%) tuition for the courses that they failed.

NOTE: Federal financial aid is not available to students who are required to repeat a year, except for those students in the decelerated program. Repeating students who are not in the decelerated program will need to obtain private loans to cover any repeat expenses.

- 3. First-year students: Students who choose to withdraw or take a leave of absence any time before the start of the second set of exams will be charged twenty-five percent (25%) tuition. Students who withdraw or take a leave of absence after the second set of exams have begun but prior to the beginning of December exams will be charged forty percent (40%) tuition. Students who withdraw or take a leave of absence after the start of the December exams but prior to the fourth set of exams will be charged fifty percent (50%) tuition. Students who withdraw or take a leave of absence prior to the start of the fifth set of exams will be charged seventy-five percent (75%) tuition. Students who withdraw or take a leave of absence after the start of the fifth set of exams will be charged full tuition for the year.
- 4. <u>Second-year students</u>: Students who choose to withdraw or take a leave of absence before the start of the first set of exams will receive a one hundred percent (100%) refund of tuition. Students who choose to withdraw or take a leave of absence after the first set of exams have begun but prior to the beginning of the second set of exams will be charged twenty percent (20%) tuition. Students who withdraw or take a leave of absence after the second set of exams have begun but prior to the beginning of December exams will be charged forty percent (40%) tuition. Students who withdraw or take a leave of absence after the start of the December exams but

prior to the fourth set of exams will be charged sixty percent (60%) tuition. Students who withdraw or take a leave of absence prior to the start of the fifth set of exams will be charged eighty percent (80%) tuition. Students who withdraw or take a leave of absence after the start of the fifth set of exams will be charged full tuition for the year.

- 5. 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, in addition to tuition that was refunded at the time of the leave of absence.
- 6. Students in the Decelerated Track: Students who are assigned to the decelerated track must transition to the decelerated schedule no later than the end of the second week of January. These students will receive a refund of 50% of the tuition for the year. During their second year in the decelerated program, students will pay fifty percent (50%) of the standard MD tuition for that academic 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 Dean's Office if contemplating withdrawing from a course.