

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 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.
- 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 who are assigned to the decelerated track before the start of the December exams will receive a fifty percent (50%) tuition refund. Students who are assigned to a decelerated track after the start of the December exams will receive a forty percent (40%) tuition refund. During their second year in the decelerated program, students will pay fifty percent (50%) of the standard MD tuition for that academic year. If students fail a course that they remained in during the first year of the decelerated program, they will pay an additional 50% tuition for that failed course when it is repeated during the second year of the decelerated portion. This is consistent with the repeat tuition policy for those students who are not in the decelerated program.

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.