

REFUNDS

Credits

Enrollment Fee, Non-Resident Tuition, and Capital Outlay Fees will be credited if the official drop has occurred within the appropriate deadline* for session or semester. This is in accordance with the Refund of Enrollment Fee regulation, Title 5, 58508. There are no exceptions.

Student Health, Student Activity and Parking Fees will be credited only if all classes within the semester have been officially dropped within the appropriate deadline* for the semester. There are no exceptions.* Deadlines for fee credit are defined as the first two weeks of full semester length classes or 10% of the number of class meetings for short term classes.

Student Activity sticker for the semester must be surrendered at the time of refund request. No refund will be given if sticker is marked or used.

Refunds

A refund request form must be completed to receive credit funds on account. The Refund Request Form is available online at the Admissions webpage under forms or in the Admissions and Records Office.

One Year Limit on Refunds - Classes must be dropped before filing for a refund. Students seeking refunds must meet the requirements listed above to be eligible. Students must have dropped the class(es) and met the appropriate deadlines before filing for a refund. If these conditions have been met, students have one year from the beginning of the semester in which fees were paid to apply for their refund. Beyond the one-year limit, students will no longer be eligible.

Returned Check Policy

Personal checks are not accepted for payment of tuition, fees, and other costs. If a check is accepted for another purpose, a \$25 fee will be charged on all returned and stop payment checks. All fees are subject to change without notice in accordance with action taken by the Board of Trustees. Under state law, including California Civil Code 1719, any person who writes a check which is dishonored for lack of funds is civilly liable, and under the law is liable for at least \$100 or three times the amount of the check plus additional costs.