

Financial Aid:

Withdrawals and Refunds

It is the student's responsibility to officially withdraw from scheduled classes. Thiel College will assume the student is enrolled until he/she notifies the Academic Records Office in writing of their withdrawal. Nonattendance does not constitute withdrawal. Students may add or drop classes during the first week of the semester. After this period, students will receive a "W" on their transcripts and there will be no adjustments made to fees billed or financial aid awarded if the student drops below full time status due to withdrawal from a class.

When a student withdraws from the College, refunds will be based on the following pro-rata calculations:

Fall and Spring Semesters: A pro-rata refund of tuition, fees, room and board will be given through the fourth week of a regular semester should a student withdraw from the college. During the first week, the drop/add period of the semester, there will be no tuition charge, but a daily calculated charge for room, board and required fees. Once the drop/add period has ended, there will be a 25 percent per week charge of all tuition, fees, room and board costs. Any withdrawal after the fifth week of class will result in a student being responsible for the full cost of the current semester. Institutional financial aid will be calculated on the same basis as the charges. The law specifies how Thiel must determine the amount of Title IV program assistance that you earn if you withdraw from school. Federal financial aid will be calculated in accordance with the federally regulated pro-rata refund policy which extends through 60 percent of the semester. The requirements for Title IV program funds when a student withdraws is separate from the refund policy. Therefore, in most cases you will owe funds to Thiel to cover unpaid institutional charges.

There will be no refund of fees in the case of students requested to withdraw as a result of disciplinary actions. Request for a regular withdrawal from the College during the disciplinary review process will not result in a prorated refund. Students will be charged for the full semester. The student may be eligible for a portion of their financial aid. Financial aid is prorated and based on the required refund calculation.