

LACKAWANNA COLLEGE

REFUND/RETURN POLICY

Students who withdraw from LC will be entitled to an adjustment of tuition charges according to the refund policy described below.

In accordance with Federal regulations, those students who receive Federal Financial Aid and who withdraw from LC during the first 60% of a semester, will have their Federal Financial Aid adjusted based on the percent of the semester completed prior to withdrawal. That is, students will be entitled to retain the same percent of Federal Financial Aid received as the percent of the semester completed. This percent is calculated by dividing the number of days in the semester into the number of days prior to the withdrawal. Students who do not follow the official withdrawal procedure but who stop attending classes will be considered to have withdrawn at the 50% point of the semester unless attendance is documented after that time. There will be no adjustment to Federal Financial Aid after completion of at least 60% of the semester.

This policy applies to all Federal Financial Aid except college work-study. It includes Pell Grants, ACG grants, Supplemental Educational Opportunity Grants (SEOG), Perkins Loans, Subsidized and Unsubsidized Federal Direct Stafford Loans and Federal Direct Plus Loans.

When the amount of the Federal Funds to be returned has been calculated, the funds will be returned in the following order:

Unsubsidized Federal Direct Stafford Loans
Subsidized Federal Direct Stafford Loans
Perkins Loans
Federal Direct Plus Loans
Pell Grants
ACG (Academic Competitiveness) Grant
Supplemental Educational Opportunity Grants (SEOG)

Please note that students WHO RECEIVE A REFUND OF FINANCIAL AID PRIOR TO WITHDRAWING MAY OWE A REPAYMENT OF THOSE FUNDS. Students will be contacted by the Financial Aid Office in such situations and will be given 30 days to repay the funds to Lackawanna College. Students who fail to return the unearned portion of Federal Financial Aid funds given to them will become ineligible for continued receipt of Financial Aid until such time as the repayment is made.

LACKAWANNA COLLEGE REFUND POLICY

Fall and Spring semesters

(Day, Evening, and Online Classes)

- Until the end of the first week of scheduled classes: 100%
- Until the end of the second week of scheduled classes: 50%
- After the second week of scheduled classes: No refund

Summer Sessions and Intersession

(Day, Evening, and Online Classes)

- Prior to the start of scheduled classes: 100%
- After the start of scheduled classes: No refund

Rooms in the student residence halls are rented for the semester and there is no refund of room charges in case of withdrawal after classes have commenced. Refunds of meal plans is determined on a pro-rata basis throughout the semester.

With the exception of tuition and meal plan, no refund is made on any other fees after classes have commenced.