

REFUND POLICIES

www.mpcc.edu/). For Tuition Refund information: Tuition ([mpcc.edu](http://www.mpcc.edu/)) (<http://www.mpcc.edu/cost-and-aid/>).

Housing Refund Policy - Students Withdrawing from School

A portion of housing rent may be refunded to any student who checks out in accordance with the terms of the Mid-Plains Housing Contract and withdraws officially from Mid-Plains Community College within the time specified (the date of the first class to the date of the official withdrawal). Students who prematurely discontinue their housing contract but remain enrolled in the college shall be responsible for the remaining term(s) outlined in the contract.

To receive a full refund of housing deposit and charges, students shall notify the Director or Assistant Director of Residence Life in writing of their intent not to honor their housing contract. To be eligible for a full refund, the student shall provide such written notification at least thirty (30) calendar days prior to the start of the housing contract.

If they have been placed on a waitlist, students who terminate their pending housing contract shall not be assessed any housing or board charges.

Housing and Meals Refund Schedule For Fall and Spring Semesters

Prior to the First Day of Class -- 100% Refund
 From the First day of Class until 5:00 p.m. on the Third Friday of Summer -- a Partial Refund (Prorated by the move-out date.)
 After the Second Friday of the Semester -- 0% Refund

For Summer Semester

Prior to the First Day of Class -- a 100% Refund
 From the First day of Class until 5:00 p.m. on the Third Friday of Summer -- a Partial Refund (Prorated by the move-out date.)
 After the Second Friday of the Semester -- 0% Refund

Housing deposit/damage fee may be refunded in part or in total, or additional charges may be assessed as determined by the Dean or Associate Dean of Student Life at the time the student terminates their residence. For more information, go to our Residence Life Refund Policy (<https://www.mpcc.edu/student-experience/housing/>).

Tuition Refund Policy

Any student dropping a class before the class starts will receive 100% reversal of tuition and fees. Students must formally withdraw from any course they do not intend to complete.

After a class begins, students who discontinue their course of study may receive a prorated refund of tuition and fees. The amount of time the student attends, as a percentage of the total course length, will be the method of computation.

The drop/withdrawal date will be the date the student formally withdraws from a course. An official written request is required. Failure of the student to attend a class does not dismiss a student's responsibility to pay an unpaid balance owed to the college on courses not officially dropped.

Official Registration/Registration Change forms are available at campus Welcome Centers or online at www.mpcc.edu ([http://](http://www.mpcc.edu)