
TUITION REFUND POLICY

To withdraw from a single course, or from **all** courses (complete withdrawal), it is necessary to process a change of registration through BANNER online via the *MyYSU* Portal - Registration. It is the student's responsibility to confirm that the withdrawal was correctly processed and the course(s) is/are deleted. Nonattendance of class, or notification to the instructor or department, does not constitute official withdrawal.

Effective Summer 2008, if a student is permitted to withdraw from the University or if a student reduces his or her academic load, a refund of the tuition charge, and the nonresident tuition surcharge, where applicable, shall be made in conformity with the following schedule for regularly scheduled courses:

Length of course	100% refund	No reduction of charges
6 weeks or more	thru the 18 th day*	19 th day and later
Less than 6 wks	15% of the course	greater than 15% of the course

** Since access to change of registration is now available online 24/7, every day of the week is counted (including weekends and holidays) when calculating tuition refunds*

Note: for a complete withdrawal from any term, all applicable fees, fines, and penalties will be deducted from any refunds. If fees were paid by scholarship, loan, or grant-in-aid, the appropriate credit will be issued to the fund from which the initial payment was made. Student accounts paid with financial aid awards may be subject to a financial aid repayment. No refunds will be issued until after the 18th day of the term.

If a withdrawal is after the prescribed time limits (as indicated above), all tuition and other applicable fees and charges are forfeited. All applicable fees, fines, and penalties due must be paid before the refund is paid.

Any withdrawal, or reduction in academic hours, processed after the tuition refund schedule outlined above will not be entitled to any reduction of charges and/or refund unless an *Application for Involuntary Withdrawal* is submitted and approved by the Fees and Charges Appeals Board. This form is available at the Student Accounts Office (Rm 227 Meshel Hall). Please be sure to carefully review all information included on the 2nd page of the form. All decisions of the Fees and Charges Appeals Board are final and binding.

TITLE IV FEDERAL STUDENT AID REFUND POLICY

Financial Aid is earned by attending classes. If you fail to attend any classes, then you are not entitled to any financial aid that you may have been awarded.

Title IV federal financial aid includes: Pell, SEOG, Academic Competitive Grant, National Smart Grant, Perkins Loans, Stafford Loans and PLUS Loans. Title IV financial aid awards are awarded to a student under the assumption that the student will attend school for the entire period for which the assistance was awarded. If a student completely withdraws on or before the 60% point in time of the enrollment period, calculated using calendar days, a portion of the federal aid awarded (Pell, SEOG, Academic Competitive Grant, National Smart Grant, Perkins Loans, Stafford and PLUS Loans - but not Federal Work Study) may need to be returned according to the provisions of the Higher Education Amendments of 1998. This recalculation may result in the student owing a balance to Youngstown State University and/or the federal Department of Education. Contact the Financial Aid and Scholarships Office (330-941-3505) for a full explanation of the impact of a complete withdrawal