

Refund Policy – Wisconsin Online Students

1. Any student withdrawing after attending only the first class session of the program or orientation will be assessed a \$100 fee. All other tuition and fees will be refunded.
2. After a student has attended 60% of a class, tuition, application fees, and educational resource fees are not refundable.
3. Tuition is refunded according to the following policy for all subsequent courses:
4. Notification of withdrawal prior to the first class session of a course - full tuition refund.
5. Notification of withdrawal before completing 60% of the current class will result in a prorated refund (rounded down to the nearest 10%) using the following formula:

$$\text{Tuition refunded} = \text{full course tuition} \left(1 - \frac{\text{number of class weeks attended}}{\text{total number of class weeks}} \right)$$

6. In compliance with federal regulations, for the student who has received financial aid the refund will be returned to the appropriate aid sources.
7. Book fees are not refundable once the student has attended one class session or if the books have been marred in any way prior to that time.
8. Students who are unable to complete a course or who receive an unsatisfactory grade for their specific program will be allowed to repeat that course with another group of students if arrangements are made with the Registration Change Counselor. Tuition and fees will be charged for repeating the course.