

# School of Graduate and Professional Studies (SGPS)

## Withdrawal/Refund Policy

Withdrawal from classes after the start of a session may affect your academic record, tuition charge, financial aid, and/or VA benefits (if applicable). To determine the effect dropping or withdrawing from a course may have upon your financial aid status, please contact the Financial Aid Office at 717-361-1404 or email at [finaid@etown.edu](mailto:finaid@etown.edu).

### Tuition Refunds

Tuition refunds are based on the student's **last date of attendance (LDA)** and **applicable Business Office policies**. For questions, please contact the Business Office at 717-361-1417 or at [businessoffice@etown.edu](mailto:businessoffice@etown.edu).

Tuition refunds are calculated as follows:

#### Undergraduate and Graduate Session

Withdrawal prior to the first day of the session	100%
Withdrawal with LDA during the first week of the session	50%
Withdrawal with LDA after the first week of the session	0%

#### Weekend Seminar

Withdrawal before 8:00am on the first day of the seminar	100%
Withdrawal after 8:00am on the first day of the seminar	0%

#### Fifteen-Week Semester

Please refer to the Elizabethtown College's [withdrawal policy](#).

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**Financial Aid** adjustments will be made according to the above refund policy in conjunction with applicable federal refund regulations under the Higher Education Act of 1998 (HEA98). Please refer to your academic catalog or student handbook for information about these refund and repayment policies or contact the Business Office.

*Maryland Residents: Please refer to the [Maryland Resident Refund Policy](#)*