

NO. 4170 TUITION REFUND POLICY

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4171. Tuition Refund Policy

- 1.1. When students wish to withdraw from all of their courses, their fees will be adjusted according to the schedule in *Annex 1*. If the fees already paid exceed the adjusted payment due, an amount is considered as an overpayment, and will be transferred to the next active term.
- 1.2. Students who voluntarily separated or have been involuntarily separated from university can request a refund of their overpaid amount within the term that their separation/dismissal was documented. If a student is under 18 years old, then the refund can be made to the student's parents' account. Requests made later than this period will be dismissed, while the amount will be considered forfeited and/or donated to ADA University.
- 1.3. Students who have graduated may request a refund of their overpaid amount within the same financial year following their graduation date. Requests made later than this date will be dismissed, while the amount will be considered forfeited and/or donated to ADA University.

4172. Annex 1 – Refund Policy

Semester	Period	Refund Amount (in percentage)
Fall & Spring semesters	During Add/Drop period	100% of semester tuition refund, less deposit amount
	Before the tenth week of classes	50% of semester tuition refund, less deposit amount
	As of the tenth week of classes	no refund
Summer semester	During Add/Drop period	100% of semester tuition refund, less deposit amount
	After Add/drop period	No refund