

Minimester 2006 Refund Information

Refund dates and percentages are based on the official start date of January 3, 2006				
Length of Course	1 st Day	2 nd Day	3 rd Day	4 th Day and After
One Week	100%*	50%**	None	None
Two Weeks	100%*	50%**	None	None
Three Weeks	100%*	50%**	50%**	None

* Refund - tuition and fees
** Refund - tuition only

If dropping all classes on the Web, the last course drop date will be your official withdrawal date on your academic record. Or, you may contact Registrar's Office, Enrollment Service Center, Rm 223. The official [withdrawal notification form](#) is located on <http://onestop.towson.edu/> in PDF format.

Refund Policy

You must drop by January 3, 2006 to receive 100% adjustment of tuition and fees. You may drop minimester courses using the web (<http://students.towson.edu>) or by going to the Registrar's Office, Enrollment Services Center, Rm 223.

Withdrawal

Notifying your instructor does not constitute an official withdrawal. If you are unable to withdraw in person, send a withdrawal letter to the Registrar's Office. The postmark becomes the withdrawal date.

Exceptions

Exceptions to the refund policy may be made based on documentation of medical or other extraordinary circumstances. No requests will be considered 30 days after a session begins. To apply for an exception, submit a written statement of explanation and documentation (if appropriate) to:

Undergraduate students may contact:

Director, Office of the Bursar
Enrollment Services Center, Room 315
8000 York Rd.
Towson, MD 21252

Graduate students may contact:

Director, Graduate School
7800 York Road, Room 218
Towson, MD 21252