



My TU | Directory | Calendars | Marketplace | Library | Maps | SEARCH

ABOUT TU | ACADEMICS | RESEARCH | ADMISSIONS | LIFE@TU | ARTS & CULTURE | ATHLETICS | OUTREACH | SUPPORT TU

> ABOUT TU

Bursar's Office

Summer Trimester 2008 Refund Dates

Notification to the instructor does not constitute proper withdrawal from class. All refund percentages are based on the official start of the session. Please allow 4 to 6 weeks for receipt of a refund check.

No cancellation of class schedule will occur for Summer Trimester. The financial obligation is the responsibility of the student. In order to receive 100% refund of tuition and fees, you must drop by the end of the change of schedule period for the class session.

Session	100% Refund* Through Change of Schedule	50% Refund**	No Refund
I, II, III, IV	1st - 3rd calendar day of session	4th - 10th calendar day of session	11th calendar day of session or later
V	1st - 7th calendar day of session	8th - 18th calendar day of session	19th calendar day of session or later

* Refund - tuition and fees

** Refund - tuition only

Length of Workshop	100% Refund*	50% Refund**	No Refund
1 week	1st day	2nd day	3rd day or later

- TU Home
- About TU
- **Administrative, Financial & Support Services**
- **Bursar's Office**
- **Refunds**
- Fall Refund Dates & Policy
- Spring Refund Dates & Policy
- Summer Refund Dates & Policy
- Minimester Refund Dates & Policy
- Exceptions to the Refund Policy
- Financial Aid Rebate Checks
- Military Call-Up Procedures
- Archived Information

2 weeks	1st day	2nd to 4th day	5th day or later
3 weeks	1st and 2nd day	3rd to 6th day	7th day or later
4 weeks	1st and 2nd day	3rd to 8th day	9th day or later

* Refund - tuition and fees

** Refund - tuition only

Summer Trimester 2008 Refund Dates

Session I and II	Dates	Refund Percent	Tuition and/or Fees
Session I and II	Through May 29, 2008	100%	Tuition and Fees
Session I and II	May 30 through June 5, 2008	50%	Tuition Only
Session I and II	June 6, 2008 and after	0%	No Refund
Session III	Dates	Refund Percent	Tuition and/or Fees
Session III	Through June 18, 2008	100%	Tuition and Fees
Session III	June 19 - June 25, 2008	50%	Tuition Only
Session III	June 26, 2008 and after	0%	No Refund
Session IV	Dates	Refund Percent	Tuition and/or Fees
Session IV	Through July 9, 2008	100%	Tuition and Fees
Session IV	July 10 through July 16, 2008	50%	Tuition Only
Session IV	July 17, 2008 and after	0%	No Refund
Session V	Dates	Refund Percent	Tuition and/or Fees
Session V	Through June 2, 2008	100%	Tuition and Fees
Session V	June 3 - June 13, 2008	50%	Tuition Only
Session V	June 14, 2008 and after	0%	No Refund

Refund Process

Any unpaid charges on a student's financial account with the university at the time of the refund will be subtracted prior to processing the refund request.

For payments made by credit card, refunds will be credited to the original credit card account and will be reflected on the credit card monthly statement. Credit card owners are responsible for paying any and all interest charges accrued on the credit card account and will be reflected on the credit card statement.

Credit card payments are refunded using the following practice: for each session credit card refunds will be processed after the change of schedule period. Students may ask for credit card refund prior to

this period by contacting the Bursar's Office at 410-704-2100 or 1-888-5-BURSAR.

- [Exceptions to Refund Policy](#)

The Bursar's Office

Enrollment Service Center, Room 336

Hours: Monday - Friday, 8 a.m. - 5 p.m. (Customer Service Center)

Monday - Friday, 8:30 a.m. - 4:00 p.m. (Payment and Rebate Check Disbursement Center)

1-888-5BURSAR (toll free)

Phone: 410-704-2100

Fax: 410-704-6043

E-mail: lwarner@towson.edu

[Administration and Finance Questions](#)

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