

Refunds & Withdrawals

Students officially withdrawing from Valdosta State University after paying fees for the term will be issued a 100% refund for tuition, mandatory fees, campus housing and meal plans, PROVIDED THE OFFICIAL WITHDRAWAL OCCURS NO LATER THAN THE LAST OFFICIAL DAY OF DROP/ADD FOR REFUNDS. STUDENTS OFFICIALLY WITHDRAWING FROM ALL CLASSES AFTER THE OFFICIAL DROP/ADD DAY WILL RECEIVE A REFUND BASED UPON THE FOLLOWING BOARD OF REGENTS REFUND POLICY:

The refund amount shall be based on a pro rata percentage determined by dividing the number of calendar days in the semester that the student completed by the total calendar days in the semester. The total calendar days in a semester includes weekends, but excludes scheduled breaks of five or more days and days that a student was on an approved leave of absence. The unearned portion shall be refunded up to the point in time that the amount earned equals 60%.

Students that withdraw when the calculated percentage of completion is greater than 60% are not entitled to a refund of any portion of institutional charges.

A refund of all non-resident fees, matriculation fees, and other mandatory fees shall be made in the event of the death of a student at any time during the academic session.

Housing fees, post office box fees and music fees are non-refundable fees. Refunds of elective charges upon withdrawing from the institution during a term will be made on a prorated basis determined by the date of withdrawal. FLEX charges are only refundable to the extent they are unspent.

It is the student's responsibility to withdraw officially in accordance with university regulations that are set out in this schedule. Students receiving financial aid monies will have their refunds restored to the following programs in this precise order: outstanding balances on Federal non- subsidized loans, Federal subsidized loans, PLUS loans, Pell, SEOG, other Title IV student assistance programs (including LEAP), HOPE, private scholarships and finally, to the student.

Refunds due to the student will be ordered first to the original method of payment (cash, check or credit card) and then directly to the student (if necessary). If multiple credit cards are used, we will process refunds on a first in – first out basis (based on transaction amounts).

No refunds in reduction in academic loads or student services are allowed unless such reductions are necessitated by schedule changes initiated by the University. Students suspended or expelled for disciplinary reasons are not entitled to a refund of any deposits or fees paid. Students who are asked to vacate their residence hall rooms as a result of disciplinary actions (but who are allowed to continue attending classes) are not eligible for a refund of that term's room rent.

The refund policy, as stated above, applies to Fall and Spring Semesters. Please contact the Office of Student Accounts in the Bursary for Summer Refund information. Additional information about refunds and refund policies are available, upon students' request, in the Office of Student Accounts in the University Bursary located at 1200 N. Patterson Street. If you have any questions please call the University Bursary at (229) 333-5718, 333-5719, 333-5725 or 1-800-618-1878 (option 6)