

# Continuing Education Refund Policy

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*Students are eligible for a 100% refund if the class is canceled by the College.*

## 100% Refund

A student who officially withdraws (in writing) from a Continuing Education course prior to the first class meeting is eligible for a 100% refund upon request.

Courses offered as self-supporting (denoted by SEF course code) such as Notary Public, motorcycle, BSAC, etc. are not eligible for a refund as these programs are funded by registration fees collected.

## 75% Refund

A student may be eligible to receive a 75% refund of the registration fee if the student officially withdraws (in writing) from the course after the class begins but prior to the census date.

## No Refund

A student would not be entitled to receive a refund if he/she withdraws after the census date of the course