

Tuition Refund Schedule and Related Information

Refund Schedule Fall 2019

Subject to change. Please refer to Calhoun website for any updates to refund schedule.

Full Semester (August 19 – December 12)

Prior to First Class	Prior to Aug 19	100%
Partial Withdrawal During Drop/Add	Aug 19-22	100%
Partial Withdrawal After Drop/Add	Aug 23	No Refund
Complete Withdrawal	Aug 19-25	75% Net Admin Fee
Complete Withdrawal	Aug 26-Sep 1	50% Net Admin Fee
Complete Withdrawal	Sep 2-9	25% Net Admin Fee
Complete Withdrawal	Sep 10	No Refund

First Short Term (August 19 – October 10)

Prior to First Class	Prior to Aug 19	100%
Partial Withdrawal During Drop/Add	Aug 19-20	100%
Partial Withdrawal After Drop/Add	Aug 21	No Refund
Complete Withdrawal	Aug 19-22	75% Net Admin Fee
Complete Withdrawal	Aug 23-25	50% Net Admin Fee
Complete Withdrawal	Aug 26-29	25% Net Admin Fee
Complete Withdrawal	Aug 30	No Refund

Second Short Term (October 14 – December 10)

Prior to First Class	Prior to Oct 14	100%
Partial Withdrawal During Drop/Add	Oct 14-15	100%
Partial Withdrawal After Drop/Add	Oct 16	No Refund
Complete Withdrawal	Oct 14-17	75% Net Admin Fee
Complete Withdrawal	Oct 18-21	50% Net Admin Fee
Complete Withdrawal	Oct 22-24	25% Net Admin Fee
Complete Withdrawal	Oct 25	No Refund

Weekend 1 (August 24 – December 7)

Prior to First Class	Prior to Aug 24	100%
Partial Withdrawal During Drop/Add	Aug 24	100%
Partial Withdrawal After Drop/Add	Aug 25	No Refund
Complete Withdrawal	Aug 24-30	75% Net Admin Fee
Complete Withdrawal	Aug 31-Sep 7	50% Net Admin Fee
Complete Withdrawal	Sep 8-14	25% Net Admin Fee
Complete Withdrawal	Sep 15	No Refund

Weekend Mini 1 (August 24 – October 12)

Prior to First Class	Prior to Aug 24	100%
Partial Withdrawal During Drop/Add	Aug 24	100%
Partial Withdrawal After Drop/Add	Aug 25	No Refund
Complete Withdrawal	Aug 24-26	75% Net Admin Fee
Complete Withdrawal	Aug 27-30	50% Net Admin Fee
Complete Withdrawal	Aug 31-Sep 3	25% Net Admin Fee
Complete Withdrawal	Sep 4	No Refund

Weekend Mini 2 (October 19 – December 7)

Prior to First Class	Prior to Oct 19	100%
Partial Withdrawal During Drop/Add	Oct 19	100%
Partial Withdrawal After Drop/Add	Oct 20	No Refund
Complete Withdrawal	Oct 19-21	75% Net Admin Fee
Complete Withdrawal	Oct 22-25	50% Net Admin Fee
Complete Withdrawal	Oct 26-28	25% Net Admin Fee
Complete Withdrawal	Oct 29	No Refund

Tuition and Fee Refund Policies

The tuition refund policy used by Calhoun Community College is mandated by the Alabama Community College System Board of Trustees. We are obligated to abide by the policy. The following are the basic guidelines:

Students wishing to withdraw from some of their classes must do so through MyCalhoun. Amounts that may be due students by the College as a result of dropping classes will be refunded as applicable after the 2nd week of the term as long as the student account balance is zero.

Withdrawal Prior to Classes

A student who withdraws from classes prior to the first day of class will be refunded the total tuition and other institutional charges. The first class day is not the first day of the student's class.

Partial Withdrawals During Drop/Add Period

Students who do not completely withdraw from the institution but drop a class during the regular drop/add period will be refunded the difference in tuition paid and the tuition rate applicable to the reduced number of hours, including fees appropriate to the classes dropped.

Partial Withdrawals After Drop/Add Period

There is no refund due to a student who partially withdraws after the official drop/add period.

Complete Withdrawals

A student who officially or unofficially withdraws completely on or after the first day of class but prior to the end of the third week of class will be refunded according to the withdrawal date, as follows:

Complete Withdrawal during 1st week	75% of tuition and other institutional charges
Complete Withdrawal during 2nd week	50% of tuition and other institutional charges
Complete Withdrawal during 3rd week	25% of tuition and other institutional charges
Complete Withdrawal after end of 3rd week	No refund

For calculating refunds during the fall and spring sixteen-week terms, a "week" is defined as seven calendar days. Refunds of tuition for terms shorter than sixteen weeks, such as summer terms, mini-terms, split terms, and weekend terms, will reflect a prorated week based on the number of days in the term.

Administrative Fee

An administrative fee not to exceed 5 percent of tuition and other institutional charges shall be assessed for each withdrawal within the period beginning the first day of class and ending at the end of the third week of class.

Pass Through Fees

Pass through fees such as music fees and allied health and nursing fees will not be refunded after the official drop/add period.

Financial Aid Credit Balance Refunds

All financial aid funds, except work study, are credited to your individual student account. You must complete all steps in the financial aid application process before the funds will appear as authorized aid on your student account. If you need to check the status of your financial aid, please contact Student Financial Services.

Students need to consult with Student Financial Services to determine the effects of withdrawing from any course(s).

How is financial aid delivered?

Delivery of credit balances is a multi-step process. First, your award is applied to your student account. Next, your refund is prepared in batches on a weekly basis. Once verified, we send the information to BankMobile. Then, we draw funds from the respective loan and/or grant provider. Once the college receives the funds, BankMobile processes the refunds as fast as possible and disburses according to your selection.

When will financial aid be delivered?

If your payments and financial aid credits exceed your charges, the credit balance will be issued to you according to the reimbursement method selected in registering with BankMobile. The first issuance of credit balance refunds will be within fourteen (14) calendar days from the date the funds are posted to the student's account. Thereafter, credit balance refunds are issued on a regular, weekly schedule by the Business Office. First-time loan students should note that there is a 30-day delay on delivery of student loan funds for their first semester due to federal regulations.

How will I know when my money has been sent?

BankMobile will send you an email to the address you entered during setup. You can also view the status online at RefundSelection.com or sign up to receive text messages sent directly to your cell phone with convenient Mobile Alerts.

Refund Methods

If payments are made with a debit or credit card on MyCalhoun, any refunds must first be refunded back to that debit or credit card up to the amount of the payments with any remaining refund amount issued through BankMobile using the reimbursement method selected by the student.

We use BankMobile Disbursements for all refunds in an effort to get you your money as fast and as easy as possible. All students need to register with BankMobile once the green envelope has been received in the mail. During registration, students will select a reimbursement method consisting of either the BankMobile Vibe Account or direct deposit to an existing checking or savings account. The address information with BankMobile is sent by the College. If the address information is incorrect, students must update their mailing address using MyCalhoun. Address changes will be submitted to BankMobile.

Reimbursement Method Timeframes

BankMobile Vibe Account.....Same business day funds are released by the college
Direct Deposit to Existing Checking or Savings Account.....2-3 business days

Steps for Registration

First, look for the green envelope. Once it arrives, you'll simply use your personal code to let us know how you'd like to receive your money. Just choose the option that best fits you. Now, follow these simple steps:

1. Visit RefundSelection.com and click on 'Get Started'
2. Enter your personal code then click 'Continue'
3. Authenticate your information using your date of birth, the last 4 digits of your student ID, and your email address then click 'Continue'
4. Select the option that best fits you.

Should students not receive the green envelope, students can generate their own personal codes on refundselection.com to initiate the refund selection process. The student will enter a few key pieces of information that will securely identify the student and get the refund selection process started. If you try this process and are not allowed to get a personal code, please call 256-306-2543 as your address may not be recognized as valid with BankMobile.

How will I know when my money has been sent?

Bank Mobile will send you an email to the address you entered during setup. You can also view the status online at RefundSelection.com or sign up to receive text messages sent directly to your cell phone with convenient Mobile Alerts.