

Refund Policy for new students matriculated and enrolled on or after January 1, 2016

1. The Application and Acceptance Processing fees are non-refundable. The Annual Student fee is non-refundable once a matriculated student enrolls in their first class. Students will be able to drop courses, through the first two weeks of the trimester without penalty. If a student chooses to withdraw from MCU, Cost of Program is non-refundable after the first two weeks of the trimester.
2. An official withdrawal from MCU requires a written request, which can be submitted by fax, e-mail, or land mail. The withdrawal date will be assessed as to the date the fax or e-mail was submitted or the postmark on a land mail withdrawal.
3. Title IV students are required to follow additional procedures for withdrawal.

Financial Aid Recipients: To understand how a withdrawal will affect your financial aid, please refer to the “Withdrawing: Treatment of Title IV Aid When a Student Withdraws” section in our Title IV Handbook located on our financial aid webpage, <https://www.midwifery.edu/federal-financial-aid/>.

Refund Policy for students matriculated and enrolled before January 2016

1. An official withdrawal from MCU requires a written request, which can be submitted by fax, e-mail, or land mail. The withdrawal date will be assessed as to the date the fax or e-mail was submitted or the postmark on a land mail withdrawal.
2. If a matriculated student has enrolled in classes and wishes to withdraw as a degree-seeking student, but wishes to complete the courses already enrolled in, the student may do so by announcing the date of withdrawal in a signed letter, along with a written declaration that the student intends to complete course work currently enrolled in as a non-matriculated student.
3. Upon notification of official withdrawal Student Finances will complete a financial review to determine the student’s account balance. The student will be responsible for any unpaid Cost of Program or unpaid student fees. Students will not be required to pay Cost of Program for any courses dropped before the add/drop deadline.

If the financial review results in a credit on the student’s account, the credit will be applied to any encumbrances owed to MCU before it is awarded to the student. Any remaining credit may be applied in one of the following ways:

- a) The student may choose to have the credit value remain on the student’s account for up to one year to be used toward continuing education or re-enrollment. If the student has not used the credit within a year, the student may contact Student Finances regarding a credit time limit extension.

OR

b) The student may opt for a cash refund of the credit balance.

OR

c) Cost of Program credit may be donated to the Briana Blackwelder Equal Access Scholarship fund. MCU is a 501(c)(3) and can receive tax-deductible donations.

The student has two weeks from the date of notification to notify Student Finances of decision; otherwise the credit will, by default, be donated to the Briana Blackwelder Equal Access Scholarship fund.

4. Title IV students are required to follow additional procedures for withdrawal.

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