



2015 Online Catalog | Edition 1 | ADDENDUM 15.1.1

Waldorf Refund Policy for Online Programs

Refunds are subject to state policies. For information about refund policies in specific states, please see the State Licensure page of the Waldorf College website. <http://www.waldorf.edu/Online/About-Us/Accreditation-and-Memberships/State-Licensure>

Students who wish to drop/withdraw from a course or withdraw from their program are encouraged to complete the Course Drop/Withdrawal Form located in myWaldorf Student Portal; however, students may withdraw in any manner by contacting the Office of the Registrar. Any refunds due will be issued within 30 business days. Tuition refunds for course withdrawals are based on the Refund Policy for Online Programs. All students who drop/withdraw from a course after the drop date will be charged a 20 percent registration fee, up to a maximum registration fee of \$150 for the term. * Full tuition and registration fee will be refunded for cancelling a course within 7 calendar days from the term start date. Refunds are issued from 0-percent to 60-percent completion of calendar days in the term, in compliance with regulatory requirements. Therefore, refund eligibility occurs up to the 60-percent threshold, prior to the conclusion of Week 5. The remaining tuition will be refunded based on the course start date and the tuition percentage amounts listed below. In the states of Arkansas and Indiana, Waldorf College follows the refund guidelines set forth by their State Boards of Education or equivalents.

Refund Due in the:

- 1st week: 100%
- 2nd week: 80%
- 3rd week: 60%
- 4th week: 40%
- 5th week: 20%
- 6th week: 0%

*This registration fee does not apply to Iowa residents.

Students are not permitted to withdraw from a course after the term end date.

Arkansas State Refund Policy

The Arkansas State Refund Policy applies when students who are residents of Arkansas withdraw, drop, or are administratively dropped from a course or the institution.

Tuition Due Student:

Proportion of Total Course, Program, or Term Completed as of

<u>Date of Withdrawal or Termination</u>	<u>Tuition Refund</u>
Less than 25%	Prorated
25% up to but not including 50%	50% Refund
50% up to but not including 75%	25% Refund
More than 75%	No Refund



Indiana State Refund Policy

The Indiana State Refund Policy applies when students who are residents of Indiana withdraw, drop, or are administratively dropped from a course or the institution.

Tuition Due Student:

<u>Date of Withdrawal or Termination</u>	<u>Tuition Refund</u>
Less than 10%	90% Refund
10% up to but not including 25%	75% Refund
25% up to but not including 50%	50% Refund
50% up to but not including 75%	25% Refund
More than 75%	No Refund

Iowa State Refund Exception

If, at any time, an Iowa student terminates a postsecondary educational program due to the student's physical incapacity, the terminating student shall receive a refund of tuition charges in an amount that equals the amount of tuition charged to the student multiplied by the ratio of the remaining number of calendar days in the school period to the total number of calendar days in the school period.