

## **Grand River Technical School Post-Secondary Tuition Refund Policy**

### **CANCELLATION:**

GRTS post-secondary training programs have been established through rigorous state approval processes, and regional and national accreditation processes; therefore it is extremely rare that a course would be cancelled by the institution. In the rare event this should happen, students would receive 100% refund of tuition and fees paid, within 45 days of the planned start date.

### **EARLY WITHDRAWALS**

Application fee is non-refundable. (Application fee is \$50. EMS programs' application fee is \$100).

Tuition is due first day of school. Students who withdraw on or before the first day of classes will receive 100% refund.

### **WITHDRAWAL AFTER SCHOOL BEGINS**

Refunds will be made for any tuition (exclusive of enrollment fee) which was paid during the current semester based on the following percentages:

Withdrawal during the first week.....	100%
Withdrawal during the second or third week.....	80%
Withdrawal during the fourth or fifth week.....	60%
Withdrawal during the sixth or seventh week.....	40%
Withdrawal during the eighth or ninth week.....	20%
Withdrawal after the ninth week.....	NO REFUND

Refunds will be processed within 45 days from the date the school determines the student has withdrawn. Students voluntarily withdrawing must submit an official withdrawal form.

### **REFUND DISTRIBUTION POLICY FOR STUDENTS RECEIVING FINANCIAL AID**

The school will apply the following priorities in refunding to Title IV programs:

- 1st to Pell Grant
- 2<sup>nd</sup> to Missouri Grant and other State funded Grants
- 3<sup>rd</sup> to Institutional Scholarship
- 4<sup>th</sup> to Student

It is recommended that students review the Treatment of Title IV Aid when a Student Withdraws form in the Post-Secondary Student Handbook.