



# 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Refunds will be processed within 45 days from the date the school determines the student has withdrawn.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
- 2nd to Missouri Grant and other State funded Grants
- 3rd to Institutional Scholarship
- 4th 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.