



**Office of Financial Aid**  
**Dutchess Community College**  
**Orcutt Student Services Center/ Room 104**  
**(845) 431-8030/Fax (845) 431-8603**  
**Email: [financial-aid@sunydutchess.edu](mailto:financial-aid@sunydutchess.edu)**

## **COLLEGE REFUND POLICY**

Tuition, Activity Fees and Athletic Fees are refundable:

- 100% prior to the first day of classes
- 75% through the first week of classes
- 50% through the second week of classes
- 25% through the third week of classes

Books and supplies expenses are incurred at the beginning of the semester.

Living and transportation expenses are pro-rated based on 15 weeks in a semester.

Institutional payments for tuition and fees are made on the last day of the semester and charges are adjusted prior to payment.

### Student Refund Policy for Title IV Recipients

This refund policy is per the U.S. Department of Higher Education Amendments of 1992 and 1999 and applies to students who receive assistance under Title IV funding and/or to the parents who receive the Federal Parent Plus Loans for their children. Title IV funding includes the following programs: Federal Stafford Loan program, Federal Direct Student Loan programs, Federal Pell Grant programs, Federal Work Study program, Federal SEOG program, and the Federal Perkins Loan program. For the purposes of the Federal Refund Policy, Federal Work Student earnings are not included.

If a student stops attending Dutchess Community College, either officially or unofficially, during the first 60% of the semester, they will be responsible for the amount of unearned Title IV aid that was or could have been disbursed. The percentage for which the student is eligible is equal to the percentage of the enrollment period that the student completed. The percentage is calculated by dividing the portion of the period completed by the length of the payment period. The amount earned is the percentage earned multiplied by the amount of Title IV aid awarded. The amount unearned is the difference between what was awarded and was earned.