

WITHDRAWAL & REFUND SCHEDULE FOR SPRING 2023

Students may withdraw from courses through the Lion's Den (requires an RVCC Student ID Number and password) through the end of the specified withdrawal period. Students may also withdraw from courses by using the Add/Drop form available in the Student Enrollment Center or online at <http://commons.raritanval.edu>: go to Students → Registration → Refunds & Withdrawals; follow instructions on the Add/Drop form. The form may be submitted in person during regular business hours or faxed to the Student Enrollment Center at (908) 704-3442.

Students are not permitted to withdraw from Developmental Studies courses while maintaining registration in college-level courses. Exceptions may be granted only by consultation with an Academic Advisor or Counselor.

The amount of your refund depends on the date your add/drop form or online transaction is submitted to the Student Enrollment Center. Refunds are calculated at a rate less than 100% after the completion of the first five business days of the full term, or after the completion of a corresponding prorated period for other sessions or special late-starting modules or courses, as listed below.

WITHDRAWAL & REFUND SCHEDULE FOR SPRING 2023:

FIRST 3½ WEEKS - 1st quarter (1/18/23-2/11/23)

<u>Last day to withdraw:</u>	<u>to receive:</u>
January 19.....	100% refund
January 20.....	50% refund
January 20.....	without course on record
After January 20.....	No refund
February 6.....	a "W" grade
February 6.....	Change to an Audit with Instructor Approval
After February 6.....	No Withdrawals

FIRST 7 WEEKS – 1st half (1/18/23-3/14/23)

<u>Last day to withdraw:</u>	<u>to receive:</u>
January 20.....	100% refund
January 24.....	50% refund
January 24.....	without course on record
After January 24.....	No refund
February 23.....	a "W" grade
February 23.....	Change to an Audit Grade with Instructor Approval
After February 23.....	No Withdrawals

FULL TERM – 14 weeks (1/18/23-5/02/23)

<u>Last day to withdraw:</u>	<u>to receive:</u>
January 24.....	100% refund
January 31.....	50% refund
January 31.....	without course on record
After January 31.....	No refund
April 7.....	a "W" grade
April 7.....	Change to an Audit Grade with Instructor Approval
After April 7.....	No Withdrawals

RISE – 14 weeks (1/18/23-5/02/23)

<u>Last day to withdraw:</u>	<u>to receive:</u>
January 24.....	100% refund
January 31.....	50% refund
January 31.....	without course on record
After January 31.....	No refund
April 7.....	a “W” grade
April 7.....	Change to an Audit Grade with Instructor Approval
After April 7.....	No Withdrawals

12 WEEK SESSION – 12 weeks (2/01/23-5/02/23)

<u>Last day to withdraw:</u>	<u>to receive:</u>
February 7.....	100% refund
February 13.....	50% refund
February 13.....	without course on record
After February 13.....	No refund
April 11.....	a “W” grade
April 11...	Change to an Audit Grade with Instructor Approval
After April 11.....	No Withdrawals

SECOND 3½ WEEKS – 2nd quarter (2/13/23-3/14/23)

<u>Last day to withdraw:</u>	<u>to receive:</u>
February 14.....	100% refund
February 15.....	50% refund
February 15.....	without course on record
After February 15.....	No refund
March 1.....	a “W” grade
March 1.....	Change to an Audit with Instructor Approval
After March 1.....	No Withdrawals

TEN WEEK SESSION - 10 weeks (2/15/23-5/02/23)

<u>Last day to withdraw:</u>	<u>to receive:</u>
February 20.....	100% refund
February 24.....	50% refund
February 24.....	without course on record
After February 24.....	No refund
April 14.....	a “W” grade
April 14...	Change to an Audit Grade with Instructor Approval
After April 14.....	No Withdrawals

THIRD 3½ WEEKS – 3rd quarter (3/15/23-4/08/23)

<u>Last day to withdraw:</u>	<u>to receive:</u>
March 16.....	100% refund
March 17.....	50% refund
March 17.....	without course on record
After March 17.....	No refund
April 3.....	a “W” grade
April 3.....	Change to an Audit with Instructor Approval
After April 3.....	No Withdrawals

SECOND 7 WEEKS - 2nd half (3/15/23-5/02/23)

<u>Last day to withdraw:</u>	<u>to receive:</u>
March 17.....	100% refund
March 21.....	50% refund
March 21.....	without course on record
After March 21.....	No refund
April 20.....	a “W” grade
April 20.....	Change to an Audit Grade with Instructor Approval
After April 20.....	No Withdrawals

FOURTH 3½ WEEKS – 4th quarter (4/10/23-5/02/23)

<u>Last day to withdraw:</u>	<u>to receive:</u>
April 11.....	100% refund
April 12.....	50% refund
April 12.....	without course on record
After April 12.....	No refund
April 26.....	a “W” grade
April 26.....	Change to an Audit with Instructor Approval
After April 26.....	No Withdrawals

Spring 2023 Enrollment & Payment Calendar

November 7, 2022	In-person, mail and web registration for all students.
January 4, 2023	Spring 2023 Tuition bills are due or payment plans must be submitted. After this date, bills are due at time of registration.
January 18, 2023	\$50 late registration fee begins for Full Term, First 7-Week Session, First 3½-Week Session & RISE 14 Week Session.
January 18, 2023	Spring semester Full Term, First 7-Week Session, First 3½-Week Session & RISE 14 Week Session classes begin.
February 1, 2023	\$50 late registration fee begins for 12-Week Session.
February 1, 2023	12-Week Session begins.
February 13, 2023	\$50 late registration fee begins for Second 3½-Week Session.
February 13, 2023	Second 3½-Week Session classes begin.
February 15, 2023	\$50 late registration fee begins for 10-Week Session.
February 15, 2023	Ten Week Session classes begin.
March 15, 2023	\$50 late registration fee begins for Second 7-Week Session and Third 3½-Week Session.
March 15, 2023	Second 7-Week Session & Third 3½-Week Session classes begin.
April 10, 2023	\$50 late registration fee begins for Fourth 3½-Week Session.
April 10, 2023	Fourth 3½-Week Session classes begin.