

WITHDRAWAL & REFUND SCHEDULE FOR SPRING 2024

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 2024:

FIRST 3½ WEEKS - 1st quarter (1/17/24-2/10/24)

<u>Last day to withdraw:</u>	<u>to receive:</u>
January 18.....	100% refund
January 19.....	50% refund tuition only
January 19.....	without course on record
After January 19.....	No refund
February 5.....	a "W" grade
February 5.....	Change to an Audit with Instructor Approval
After February 5.....	No Withdrawals

FIRST 7 WEEKS – 1st half (1/17/24-3/12/24)

<u>Last day to withdraw:</u>	<u>to receive:</u>
January 19.....	100% refund
January 23.....	50% refund tuition only
January 23.....	without course on record
After January 23.....	No refund
February 22.....	a "W" grade
February 22.....	Change to an Audit Grade with Instructor Approval
After February 22.....	No Withdrawals

FULL TERM – 14 weeks (1/17/24-4/30/24)

<u>Last day to withdraw:</u>	<u>to receive:</u>
January 23.....	100% refund
January 30.....	50% refund tuition only
January 30.....	without course on record
After January 30.....	No refund
April 5.....	a "W" grade
April 5.....	Change to an Audit Grade with Instructor Approval
After April 5.....	No Withdrawals

RISE – 14 weeks (1/17/24-4/30/24)

<u>Last day to withdraw:</u>	<u>to receive:</u>
January 23.....	100% refund
January 30.....	50% refund
January 30.....	without course on record
After January 30.....	No refund
April 5.....	a “W” grade
April 5.....	Change to an Audit Grade with Instructor Approval
After April 5.....	No Withdrawals

12 WEEK SESSION – 12 weeks (1/31/24-4/30/24)

<u>Last day to withdraw:</u>	<u>to receive:</u>
February 6.....	100% refund
February 12.....	50% refund tuition only
February 12.....	without course on record
After February 12.....	No refund
April 10.....	a “W” grade
April 10...	Change to an Audit Grade with Instructor Approval
After April 10.....	No Withdrawals

SECOND 3½ WEEKS – 2nd quarter (2/12/24-3/12/24)

<u>Last day to withdraw:</u>	<u>to receive:</u>
February 13.....	100% refund
February 14	50% refund tuition only
February 14.....	without course on record
After February 14.....	No refund
February 29.....	a “W” grade
February 29	Change to an Audit with Instructor Approval
After February 29.....	No Withdrawals

TEN WEEK SESSION - 10 weeks (2/14/24-4/30/24)

<u>Last day to withdraw:</u>	<u>to receive:</u>
February 19.....	100% refund
February 23.....	50% refund tuition only
February 23.....	without course on record
After February 23.....	No refund
April 13.....	a “W” grade
April 13...	Change to an Audit Grade with Instructor Approval
After April 13.....	No Withdrawals

THIRD 3½ WEEKS – 3rd quarter (3/13/24-4/06/24)

<u>Last day to withdraw:</u>	<u>to receive:</u>
March 14.....	100% refund
March 15.....	50% refund tuition only
March 15.....	without course on record
After March 15.....	No refund
April 2.....	a “W” grade
April 2.....	Change to an Audit with Instructor Approval
After April 2.....	No Withdrawals

SECOND 7 WEEKS - 2nd half (3/13/24-4/30/24)

<u>Last day to withdraw:</u>	<u>to receive:</u>
March 15.....	100% refund
March 19.....	50% refund tuition only
March 19.....	without course on record
After March 19.....	No refund
April 19.....	a "W" grade
April 19.....	Change to an Audit Grade with Instructor Approval
After April 19.....	No Withdrawals

FOURTH 3½ WEEKS – 4th quarter (4/08/24-4/30/24)

<u>Last day to withdraw:</u>	<u>to receive:</u>
April 9.....	100% refund
April 10.....	50% refund tuition only
April 10.....	without course on record
After April 10.....	No refund
April 25.....	a "W" grade
April 25.....	Change to an Audit with Instructor Approval
After April 25.....	No Withdrawals

Spring 2024 Enrollment & Payment Calendar

November 6, 2023	In-person, mail and web registration for all students.
January 3, 2024	Spring 2024 Tuition bills are due or payment plans must be submitted. After this date, bills are due at time of registration.
January 17, 2024	\$50 late registration fee begins for Full Term, First 7-Week Session, First 3½-Week Session & RISE 14 Week Session.
January 17, 2024	Spring semester Full Term, <u>First</u> 7-Week Session, First 3½-Week Session & RISE 14 Week Session classes begin.
January 31, 2024	\$50 late registration fee begins for 12-Week Session.
January 31, 2024	12-Week Session begins.
February 12, 2024	\$50 late registration fee begins for Second 3½-Week Session.
February 12, 2024	Second 3½-Week Session classes begin.
February 14, 2024	\$50 late registration fee begins for 10-Week Session.
February 14, 2024	Ten Week Session classes begin.
March 13, 2024	\$50 late registration fee begins for Second 7-Week Session and Third 3½-Week Session.
March 13, 2024	Second 7-Week Session & Third 3½-Week Session classes begin.
April 8, 2024	\$50 late registration fee begins for Fourth 3½-Week Session.
April 8, 2024	Fourth 3½-Week Session classes begin.