

❖ **Online Programs- Tuition and Fee Refund Policy:**

*\*\*Please note students in our Traditional Undergraduate and Graduate Programs (not fully online), have a different tuition and refund policy.*

<b>Refund Policy</b>	<b>Percentage of Refund</b>
Prior to the First Day of Class	100% (tuition and fees)
First Day of Class through 11:59pm EST on Sunday of Week 1	100% (tuition only)
Monday of Week 2 at 12am EST through end of the class	0%

For students in an Online Program, not attending class does not automate an official drop or withdrawal.

If any student stops attending an enrolled class or classes and does not notify their adviser of their intent to withdraw via email, then the student will be administratively withdrawn and financially responsible for the total cost of the class and/or classes they stopped attending.

If you have any questions about this policy, please email the Student Billing office at [studentbilling@gmercyu.edu](mailto:studentbilling@gmercyu.edu). Thank you.

