

## Refund Policy (HPU Catalog, 2017-2018)

### Complete Withdrawal From The University

Registration in Howard Payne University is considered a contract binding the student for charges incurred during the entire academic semester. However, a student finding it necessary to withdraw from HPU may secure an official withdrawal through the Registrar's Office. This official withdrawal must be completed before any consideration can be given by the Business Office to grant refunds.

Refunds of tuition will **only** be considered in cases where a student officially withdraws from the university prior to the end of the **fourth week** of the regular semester. The amount to be refunded will be computed on a decreasing scale as follows:

*Prior to the end of the ..... Fall / Spring*  
**(The number of days listed below includes both weekdays and weekends)**

Semester day one and two .....	100%
Semester day three through seven .....	90%
Semester day eight through fourteen .....	80%
Semester day fifteen through twenty-one .....	70%
Semester day twenty-two through twenty-eight .....	25%
Semester day twenty-nine and after .....	No refund

*Prior to the end of the ..... Fall/Spring - Module Courses*

First full day of classes offered .....	100%
Second and third full day of classes offered .....	80%
Fourth & fifth full day of classes offered .....	50%
After fifth day .....	No refund

*Prior to the end of the: ..... May Term and Summer I & II*

First full day of classes offered .....	100%
Second and third full day of classes offered .....	80%
Fourth & fifth full day of classes offered .....	50%
After fifth day .....	No refund