



# STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

80 PRATT STREET - HARTFORD, CONNECTICUT 06103

(See 12/13/72 Reso.  
#72-2)

AREA CODE 203 566-3040

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ERNEST A. JOHNSON, SECRETARY

EXECUTIVE SECRETARY  
J. EUGENE SMITH

REFUND STATEMENT POLICY  
RESOLUTION CONCERNING  
Regulations Covering the Refund of Tuition and Fees

RESOLVED, that the Board of Trustees rescinds the "Regulations Covering the Refund of Tuition and Fees" adopted on March 12, 1971 and approves the following regulations governing such refunds.

November 5, 1971

REFUNDS - GENERAL FUND STUDENTS

TUITION AND THE  
STATE COLLEGE FEE

May be Fully Refundable only when the student:

- a) has completed formal application for withdrawal from college
- b) has submitted written application for refund within 30 days of withdrawal

and

- 1) the student withdraws before the date of the deadline for the payment of the tuition

or

- 2) the student enters into active military service during the semester.

May be One-Half Refundable only when the student:

- a) has completed formal application for withdrawal from college
- b) has submitted written application for refund within 30 days of withdrawal

and

- 1) withdrawal occurs before mid-semester for reasons of health as attested to by a medical certificate.

STUDENT ACTIVITY FEE  
AND GENERAL FEE

May be Fully Refundable only when the student:

- a) has completed formal application for withdrawal from college
- b) has submitted written application for refund within 30 days of withdrawal.

STUDENT ACTIVITY FEE  
AND GENERAL FEE (con-  
tinued)

and

1) the student withdraws prior to the first day of classes

or

2) the student enters into active military service during the semester (fully refundable except accident insurance, lab fees and special program fees.)

May be One-Half Refundable only when the student:

a) has completed formal application for withdrawal from college

b) has submitted written application for refund within 30 days withdrawal

and

1) withdrawal occurs before mid-semester for reasons of health as attested to by a medical certificate. (One-half refundable except for accident insurance, lab fees, and special program fees).

REFUNDS - EXTENSION FUND STUDENTS

STATE COLLEGE FEE, STUDENT ACTIVITY FEE, AND GENERAL FEE - Refunds shall follow the refund policy as stated under Student Activity Fee and General Fee for General Fund Students.

The following fees are non-refundable - all students

Application Fee  
Late Fee  
Bad Check Fee

The following fees are non-refundable after the start of the semester

Lab Fees  
Accident Insurance Premium  
Special Program Fees such as Orientation fee, applied music fee, nursing fee, etc.

REFUNDS - ROOM AND BOARD FEES

- 1) Students who are approved for withdrawal from the college are allowed a refund of board fees on a pro-rata basis.
- 2) Room fees for college-operated residence halls are not refundable.

TUITION: Mandated by the General Assembly. Used as one of the resources of the State's General Fund.

STATE COLLEGE FEE: Established by Board of Trustees for State Colleges. Used to pay amortization costs of self - liquidating projects at State College.

STUDENT ACTIVITY FEE: Established by Student Governing Boards at each College to underwrite recognized student organizations, clubs, and the program functions of the Student Center.

GENERAL FEE: Established by each College to underwrite the operation of such functions, but not limited to, as laboratory, medical, insurance, gym, athletics, and Student Center operating fees.

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RESOLUTION

concerning

Regulations Covering the Refund of Tuition and Fees

RESOLVED, that the Board of Trustees rescinds the "Regulations Covering the Refund of Tuition and Fees" adopted on March 12, 1971 and approves the following regulations governing such refunds.

October 8, 1971

REFUNDS - Regular Day Students

TUITION - May be fully refundable only when the student:  
AND THE STATE COLLEGE  
FEE

- a) has completed formal application for withdrawal from college
- b) has submitted written application for refund within 30 days of withdrawal

and

- 1) the student withdraws before the date of the deadline for the payment of the tuition

or

- 2) the student enters into active military service during the semester.

May be One Half Refundable only when the student:

- a) has completed formal application for withdrawal from college
- b) has submitted written application for refund within 30 days of withdrawal

and

- 1) withdrawal occurs before mid-semester for reasons of health as attested to by a medical certificate.

Student Activity Fee  
and General Fee

- May be Fully Refundable only when the student:

- a) has completed formal application for withdrawal from college
- b) has submitted written application for refund within 30 days of withdrawal

and

- 1) the student withdraws prior to the first day of classes

or

- 2) the student enters into active military service during the semester (fully refundable except accident insurance, lab fees and special program fees).

May be One Half Refundable only when the student:

- a) has completed formal application for withdrawal from college
- b) has submitted written application for refund within 30 days withdrawal

and

- 1) withdrawal occurs before mid-semester for reasons of health as attests to by a medical certificate. (One half refundable except for accident insurance, lab fees, and special program fees).

#### REFUNDS - Extension Students

STATE COLLEGE FEE, STUDENT ACTIVITY FEE, AND GENERAL FEE - Refunds shall follow the refund policy as stated under Student Activity Fee and General Fee - regular day school.

The following fees are non-refundable - all students

Application Fee  
Late Fee  
Bad Check Fee

The following fees are non-refundable after the start of the semester

Lab Fees  
Accident Insurance Premium  
Special Program Fees such as orientation fee, applied music fee, nursing fee, etc.

#### ROOM AND BOARD FEES

- 1) Students who are approved for withdrawal from the college are allowed a refund of board fees on a pro-rata basis.
- 2) Room fees for college-operated residence halls are refundable on a pro-rata basis only if and when the room is rented to another student.