



Tuition and Fees Refund Policy

Category:	9-General Education Policies
Curriculum Phase:	All Phases
Author/Authoring Body:	Financial Aid and Student Records/Registrar
Responsible Unit:	All Units
Policy Contact:	Student Records/Registrar Office
Next Review Year:	2025

Summary

A prorated tuition and fees refund is available to medical students who complete 1 unit and drop all remaining units by the published refund date for the coursework. Refer to the [UArizona Office of the Registrar's non-standard class dates](#) to confirm.

Typically, if a medical student has already completed coursework, this will be greater than 2+ units and a tuition and fees refund will not be granted even if other coursework is dropped from the student's original enrollment.

Related LCME Standard: 12.2 Tuition Refund Policy

A medical school has clear policies for the refund of a medical student's tuition, fees, and other allowable payments (e.g., payments made for health or disability insurance, parking, housing, and other similar services for which a student may no longer be eligible following withdrawal).

Applicability & Scope

This policy applies to all College of Medicine – Tucson students across the entire MD Program.

Definitions

Fees – Fees are assessed to students in addition to tuition, as approved by the Arizona Board of Regents

Course – Block, course, clerkship, elective

Published Refund Drop Date – The day indicated on the [UArizona Office of the Registrar Dates and Deadlines Calendar](#). This day is based on 12.5% completion of a course.

R2T4 – Return of Title IV

Semester A – Previously the “fall semester”

Semester B – Previously the “spring semester”

Policy Statement

I. Tuition and Fees Refund Policy

- A. College of Medicine – Tucson (COM-T) tuition and fees are prorated for only 1-unit enrollment and students are charged the full-time tuition and fees rate after 2+ units of COM-T enrollment (e.g., if a student withdraws from a course[s] but remains registered for at least 2+ credit hours, then there is no refund of tuition and fees given to the student).
 - 1) A prorated refund is available to students who have completed 1 unit and drop all remaining units by the start of the next enrolled course.
 - 2) If a student requests a total withdrawal from coursework, a full refund is granted based upon the published refund drop date of the student's first enrolled class of each semester. Refunds are not granted if the withdrawal date is after the drop date.
 - 3) Refer to the [UArizona Office of the Registrar's non-standard class dates](#) to confirm. Published refund drop dates are specific to each enrolled course and the number of units for enrollment.
- B. The disability insurance charge of \$12 per semester will only be credited back to the student's Bursar's account if they drop all enrollment before starting any coursework as determined by the Student Records Office.
- C. A student receiving financial aid must consult with the [COM-T Financial Aid Office](#) regarding rules and regulations pertaining to any award if the student plans to drop units or completely withdraw from the COM-T.
 - 1) Federal regulations require Title IV financial aid funds to be offered under the assumption that a student will attend the institution for the entire period in which federal assistance was awarded.
 - 2) When a student withdraws from courses for any reason, including medical reasons, they may no longer be eligible for the full amount of Title IV funds that they were originally scheduled to receive.
 - 3) UArizona students who receive federal financial aid and do not complete their classes during a semester could be responsible for repaying a portion of the aid they received.
 - 4) Students who do not begin attendance must repay all financial aid disbursed for the semester.
- D. Students who receive financial aid and either withdraw, take an approved leave of absence, or are dismissed from medical school are required to meet with the COM-T Financial Aid Office to discuss the implications for their financial aid prior to their dismissal, withdrawal, or leave of absence taking effect. This counseling includes information similar to a loan exit interview with special emphasis on grace and repayment periods of their loans, including options for forbearance and loan repayment.
- E. Withdrawals that occur soon after a financial aid disbursement may result in the repayment of some or all funds in accordance with the U.S. Department of Education's Title IV policy. Students who receive federal (Title IV) aid, such as Federal Direct Student loans, and withdraw from all classes may owe a repayment to the UArizona. The U.S. Department of Education policies require the UArizona Financial Aid Office to perform a Return of Title IV (R2T4) aid calculation for any student who withdraws prior to completing the semester. Information regarding the Return of Title IV Aid policy is located on the [COM-T Financial Aid Office's Policies and Forms webpage](#).

Related Information

Websites

COM-T Academic Calendar: <https://medicine.arizona.edu/students/resources>

COM-T Financial Aid Office: <https://financial-aid.medicine.arizona.edu/>

COM-T Financial Aid Policies and Forms: <https://financial-aid.medicine.arizona.edu/policies-and-forms>

UArizona Office of the Registrar Dates and Deadlines Calendar: <https://registrar.arizona.edu/dates-and-deadlines>

Tuition and Fees Refund Examples

Example 1: No Tuition and Fees Refund

Scenario: A preclerkship student is registered for 28 units in semester A comprised of 3 sequential blocks that do not run concurrently and 3 longitudinal courses that span the duration of semester. The student wants to drop Block 3, which is a 5-unit course and ends the semester, but has already completed 13 units with the completion of Blocks 1 and 2. This 5-unit course began on October 17 and the published refund drop date for that course is October 21. The student plans to drop this course, which results in a withdrawal from the semester.

Outcome: Even if the student drops this course by October 21, they will not receive a prorated or full refund of tuition and fees charges as they already completed more than 1 unit of coursework.

Example 2: Tuition and Fees Refund

Scenario: The same student (described above) has not started attendance in any of their courses and semester A begins on July 25.

Outcome A: If the student drops all courses except 1 unit by the published refund date on July 28, they will receive a prorated refund of tuition and fees charges and be considered a withdrawal for the semester.

Outcome B: If the student drops all courses by July 28, they will receive a full refund and be considered a non-attendance or withdrawal for the semester.

Example 3: R2T4 Calculation

Scenario: Date of withdrawal will determine R2T4 calculation. For instance, if the student's liability is based on the 60% mark for semester A, that day is October 8.

Outcome A: If they drop the coursework prior to October 8, they may need to pay back a percentage of the federal aid they received.

Outcome B: If they drop the coursework after October 8, they have met the 60% requirement and do not owe money back.

Revision History

5/25/2023: Vice Dean for Education approved revisions to include fees and clarify refund eligibility.

1/25/2022: New policy approved.