

## Spring 2013 Refund Schedule

<b>Wintersession Courses</b>	Drop through 1/13	100% refund
	1/14*	80% refund
	Beginning 1/15	NO REFUND
	1/16	Last day to withdraw
<b>3 Credit Courses – 15 weeks Full semester courses</b>	Drop through 1/28	100% refund
	1/29 – 2/4*	80% refund
	2/5 – 2/11	60% refund
	2/12 – 2/18	40% refund
	2/19 - 2/25	20% refund
	Beginning 2/26	NO REFUND
	4/10	Last day to withdraw
<b>2 Credit Courses – 10 weeks PF 503, PF 505, PF 506 &amp; PF 507</b>	Drop thru 2/4	100% Refund
	2/4 – 2/11	80% Refund
	2/12 – 2/18	60% Refund
	2/19 – 2/25	40% Refund
	Beginning 2/26	NO REFUND
	3/25	Last Day to withdraw
<b>PF 504 ONLY</b>	Drop through 2/26	100% refund
	2/27 – 3/5*	80% refund
	Beginning 3/6	NO REFUND
	3/18	Last day to withdraw
<b>PF 508 ONLY</b>	Drop through 4/11	100% refund
	4/12 – 4/19*	80% refund
	Beginning 4/20	NO REFUND
	4/25	Last day to withdraw

\* Dropping after this date will result in a grade of "W" on your transcript.

- **Please note:** Not attending classes or simply notifying the instructor that you plan to withdraw from a course, does not constitute official withdrawal from a course. **All applicable fees will be assessed.**
- **Withdrawal deadlines are as stated above, regardless of the date of the first class meeting.**
- If you have a hold on your account and cannot drop a course via MyBentley please contact the Registrar's Office via phone, email, fax or in person. You are still responsible for meeting the above deadlines. **Lack of access to the registration forms on MyBentley is NOT a valid reason for failing to meet a deadline.**