

Refund Policies

Withdrawing from class

Students may withdraw from a class at any time from the first day of the quarter through the 9th week.

Tuition will not be charged for any class from which the student actively withdraws within the first two weeks of the quarter. After the first two weeks of the quarter, tuition adjustments will not be made for the dropping of individual classes. To withdraw from a class or to withdraw entirely from HJC officially, please contact your Academic or Student Success Advisor.

Students may be administratively withdrawn for attendance reasons. Please see the attendance policy for more information.

Institutional Refund Policy

At HJC, you pay only for the period of time you are enrolled in school. If you are withdrawn from HJC, your tuition charges will be prorated on a daily basis through 60% of the quarter. This is approximately the seventh week of the quarter. This calculation is based on your last date of attendance or the date you officially notify HJC of your withdrawal. Any credit balance remaining after the HJC and the Federal calculations are made will be refunded to you.

Federal Return of Title IV Funds Policy

Upon determination that you have withdrawn, HJC must calculate, using a Department of Education formula based on the actual number of days in the enrollment period, the actual amount of financial aid earned by you for the time you were in school. If your withdrawal occurs before 60% of the quarter is completed, any unearned funds must be returned as required by the Department of Education. Unearned funds must be returned in the following order as mandated by the Department in CFR 662.22(I):

- Unsubsidized Direct Loans
- Subsidized Direct Loans
- Direct PLUS Loans
- Federal Pell Grants for which a return is required
- Federal Supplemental Educational Opportunity Grants (FSEOG) for which a return is required
- Iraq and Afghanistan Service Grants for which a return is required
- State Funds
- Third Party Funds

This policy may result in you owing HJC for tuition that was not covered by financial aid and/or owing the Department of Education for funds received by you that were not earned. If you are determined to be in an over-awarded status, you may become ineligible for future Title IV financial aid until the over-award has been resolved.

Additional information or clarification of this policy may found by contacting the financial aid office.