

# The Graduate School University of North Carolina at Chapel Hill

## Academic and Financial Policy Regarding Tuition and Drop Dates

The Graduate School follows the University Registrar's Calendars for academic registration dates found online at: <http://regweb.unc.edu/calendars/index.php>. A summary of the drop dates and associated processes and penalties follows:

<u>Time of Semester</u>	<u>Drop Process</u>	<u>Possible Penalty</u>
First day of class until Census Date <sup>1</sup>	Student Central	None
Day after Census Date until Final Drop Date <sup>2</sup>	Drop Form w/ DGS Signature	Tuition Repayment; Academic
Day after Final Drop Date until Last day of class	Drop Form w/ DGS and GS Dean Signature	Tuition Repayment; Academic

### Explanation of Possible Penalties

#### 1) *Tuition Repayment* –

- Tuition charges are not adjusted by the University once the Census Date has passed, because instruction has been provided and a “seat” has been taken.
- When dropping a course after the Census Date, students are still responsible for paying any associated tuition charges. Refunds will not be processed.
- Students who receive a tuition remission and/or in-state tuition award (i.e. state of North Carolina tuition provided through The Graduate School) will have the award that covered the credit hours for the course dropped rescinded. ***Students are then personally responsible for paying the tuition costs for the credit hours dropped.***
- This policy applies to both in-state and out-of-state tuition from the state of North Carolina provided through The Graduate School.
- Note that there will be financial penalties for students who drop a course after the Census Date if a drop causes any change in tuition charges, even if full-time status is maintained.
- There will not be financial penalties for students who drop a course after the Census Date so long as they are still registered for 9 hours of academic credit.

#### 2) *Academic* –

- Receiving approval for a drop past the Census Date is not guaranteed. Directors of Graduate Study and the Dean of The Graduate School have discretion to disallow a drop request if, at the time a student requests the drop, the instructor judges the student’s performance to be failing.

### Exceptions

Exceptions to this policy may be requested via a petition by an academic program only. The Director of Graduate Studies should address a letter to the Dean of The Graduate School explaining the situation and reason for an exemption.

<sup>1</sup>The day of the tenth class meeting in a semester is considered the Official University Enrollment Reporting Date or “Census Date”. Students may drop courses via Student Central until this date without academic or financial penalty. The Census Date is the last day to reduce course load and have tuition adjusted. (Note that dropping all courses requires processing a withdrawal of enrollment from the University and follows a different prorated refund policy.)

<sup>2</sup> The last day for graduate students to drop a course is typically approximately three weeks before the final day of classes for a semester.