

University Cash Service

Bayramian Hall Lobby Phone: (818) 677-8000, Option 3, Fax: (818) 67

Title V Refund Policy - Fall 2009

The Title V Refund Policy mandated by the Office of the Chancellor is effective at California State University, Northridge. The highlights are as follows:

- A 100% refund of basic and/or nonresident fees will be given to students who drop all their classes or withdraw from the University no later than Aug. 23, 2009. Refundable fees include basic registration fees and nonresident tuition.
- Students who drop units resulting in a lower fee structure, **non-resident tuition** and/or mandatory fee obligation will be entitled to a refund of applicable tuition and mandatory fees up to the end of the designated campus add,drop,swap period, Sept. 11, 2009. After this date, a student who remains enrolled but swaps/drops classes resulting in a lower fee category or **non-resident tuition** will NOT be eligible for a refund.
- The ADD,DROP,SWAP period for FALL 2009 is Aug. 24, 2009 through Sept. 11, 2009.
- A prorated refund to withdrawal partially from the first day of instruction, Aug. 24, 2009, up to the 60th percent point in the academic period, will be applied to students who withdraw from the University.

The pro-rata calculation for FALL 2009 follows this formula:

Refund Percent = ((1- (days enrolled/days in term))

For the FALL 2009 term, the following applies:

- First Day of Instruction: **8/24/2009**
- Last Day of Fall Term: **12/16/2009**
- Total Days in Term: **115 Days**

The last day for any pro-rata refund = 115 days x 60% = 69th day which equates to the business day of 10/31/2009.

Example of pro-rata refund:

- Class Begins: AUGUST 24, 2009
- Student Withdrawal Date: SEPTEMBER 22, 2009
- Amount Paid: \$ 1,904.00
- Days in Term: 115 days
- Days Enrolled: 30 days
- Refund Rate: $(1-(30/115)) = 1 - .261 = 73.9\%$
- **Refund Amount: \$ 1,407.05**

You can view the actual calculated refund amount in your student account beginning **October 05, 2009.**

To view your actual refund amount in SOLAR:

- **Log into myNorthridge (top right of the CSUN home page)**
- Choose "**Student Center (SOLAR)**"
- Choose "**Account Information**"

Note: A financial aid student who completely withdraws for a period of enrollment may be subject to repayment (**including medical withdrawals**). Consult with the Financial Aid Office for additional information.

IMPORTANT! It is the sole responsibility of the student to withdraw from classes. Refunds can only be issued to students who withdraw from classes by the published deadlines. Students are responsible for verifying/confirming their withdrawal from classes by printing a copy of their schedule using SOLAR.

To view your Class Schedule in SOLAR:

- **Log into myNorthridge (top right of the CSUN home page)**
- Choose "**My Path to Graduation**" pagelet
- Choose "**Student Center (SOLAR)**"
- Choose "**Academics**"
- Choose "**View My Class Schedule**"

The University Cash Services' web site contains information authorized and available at the time of publication. Its content, including dates and fee amounts, is subject to change without prior notice or obligation.

California State University, Northridge at 18111 Nordhoff Street, Northridge, CA 91330 / Phone: 818-677-1200 /
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