



TENNESSEE COLLEGE OF APPLIED TECHNOLOGY

DICKSON
& CLARKSVILLE CAMPUS

Updates to the following policy are in red font.

Refund Policy

The college will automatically calculate and process a refund for any student that withdraws during the refund period. All refund checks are mailed directly to the student from the TCAT Business Office within 30 days of receipt of the request.

Eligibility for Refunds:

1. The change in a full-time student's schedule which results in reclassification to a part-time student.
2. A change in a part-time student's schedule, which results in a class load of fewer hours.
3. Voluntary withdrawal from the College within the refund period.
4. Cancellation of a program by the College.
5. Death of a student.
6. Students administratively dismissed WILL NOT be eligible for refunds.

Calculation of Refunds

1. Full Refund:

- a. 100% of **tuition and** fees will be refunded for classes canceled by the College.
- b. 100% of **tuition and** fees will be refunded for drops or withdrawals prior to the first official day of classes.
- c. 100% of **tuition and** fees will be refunded in the case of death of the student during the term.

2. Partial Refund:

- a. A refund of 75% **of tuition** may be allowed if a program is dropped or a student withdraws within the first 10% of the class hours.
- b. A refund of 50% **of tuition** may be allowed if a course is dropped or a student withdraws within the first 20% of the class hours.
- c. No refund **of tuition** may be permitted after 20% of the class hours have been completed.

Title IV financial aid students (i.e. Pell, SEOG) may be subject to Return of Title IV refund policies. Wilder-Naifeh recipients are subject to institutional refund policies. There is **no** refund of technology access fees, student activity fees, or special academic fees **after classes have begun**.

*Please note:

- Bookstore purchases, special academic fees, and liability insurance are non-refundable.
- Costs charged against a financial aid award may result in the refund to state or federal entities.
- Refund checks are requested by TCAT Dickson Business Office and are mailed to the student from the Tennessee Board of Regents Service Center.