

Refunds 2008-09

Under the conditions described below, some UCLA students may be eligible for a full or partial refund of fees paid. See also "Financial Aid" in the **Financial Support** section

Cancellation of Registration. Prior to the first day of instruction, students may cancel registration by mailing a written notice to the Enrollment and Degree Services Office, Attn: Cancellation Clerk, 1113 Murphy Hall, UCLA, Box 951429, Los Angeles, CA 90095-1429. Refund is as follows: new students receive a 100 percent refund for fees paid except for the nonrefundable acceptance of admission fee and a \$10 service fee; all other students receive a 100 percent refund for fees paid minus the \$10 service fee.

Withdrawal. Students who withdraw from the University during the course of a term must file an acceptable Notice of Withdrawal form. Undergraduates may obtain this form at the office of the academic dean. Graduate students may obtain it from their respective departments.

Failing to attend classes, neglecting courses, or stopping payment on checks tendered for registration does not constitute notice of withdrawal. A fine is assessed if any check for registration fee payment is returned by a bank for any reason, including stopped payment or insufficient funds. If no credit for courses is received, a full refund of the University registration fee for the regular session is granted to all students entering the armed forces prior to the end of the sixth week of the term, with no refund thereafter.

A percentage of the registration fees paid is refunded according to the calendar date on which the official Notice of Withdrawal or Leave of Absence form is submitted to the academic dean.

Refund is as follows: a \$10 service fee is deducted from all 100 percent refunds; for new students, the schedule of refunds is applied to the fees paid minus the nonrefundable acceptance of admission fee and a \$10 service fee. Fees paid by new M.B.A. and Dentistry students are refunded except for their respective nonrefundable acceptance of admissions deposit. Students who receive a 100 percent refund and purchased SHIP are not eligible for any SHIP benefits for that entire term. For students who receive less than a 100 percent refund and purchased SHIP, the SHIP policy remains in effect for the remainder of the term, and refunds are calculated on the remainder of their registration fees minus the SHIP fee. Registration fee refunds take one to two weeks to process.

If a sponsored student (on financial aid) pays registration fees with personal funds, a refund is initiated automatically through BAR. Students who initially pay registration fees with financial aid, a fee deferral, or a fee waiver, and subsequently cancel or withdraw, do not receive a cash refund.

The schedule of refunds is applied to the fee paid as follows:

Fall Quarter 2008 Schedule of Refunds

Continuing and Readmitted Students and New Students Who Do Not Receive Financial Aid		New Students Who Receive Federal Financial Aid	
100%	On or before September 25	100%	On or before September 25
90%	September 26 to October 1	90%	September 26 to October 1
50%	October 2 to 12	80%	October 2 to 8
25%	October 13 to 29	70%	October 9 to 15
0%	On or after October 30	60%	October 16 to 22
		50%	October 23 to 29
		40%	October 30 to November 5
		0%	On or after November 6

Winter Quarter 2009 Schedule of Refunds

Continuing and Readmitted Students and New Students Who Do Not Receive Financial Aid		New Students Who Receive Federal Financial Aid	
100%	On or before January 5	100%	On or before January 5
90%	January 6 to 11	90%	January 6 to 11
50%	January 12 to 22	80%	January 12 to 18
25%	January 23 to February 8	70%	January 19 to 25
0%	On or after February 9	60%	January 26 to February 1
		50%	February 2 to 8
		40%	February 9 to 15
		0%	on or after February 16

Spring Quarter 2009 Schedule of Refunds

Continuing and Readmitted Students and New Students Who Do Not Receive Financial Aid		New Students Who Receive Federal Financial Aid	
100%	On or before March 30	100%	On or before March 30
90%	March 31 to April 5	90%	March 31 to April 5
50%	April 6 to 16	80%	April 6 to 12
25%	April 17 to May 3	70%	April 13 to 19
0%	On or after May 4	60%	April 20 to 26
		50%	April 27 to May 3
		40%	May 4 to 10
		0%	On or after May 11

Fall Semester 2008 (School of Law) Schedule of Refunds

Continuing and Readmitted Students and New Students Who Do Not Receive Financial Aid		New Students Who Receive Federal Financial Aid	
100%	on or before August 20	100%	August 20 to 26
90%	August 21 to 30	90%	August 27 to September 2
50%	August 31 to September 15	80%	September 3 to 16
25%	September 16 to October 11	70%	September 17 to 23
0%	On or after October 12	60%	September 24 to October 7
		50%	October 8 to 14
		40%	October 15 to 21
		0%	On or after October 22

Spring Semester 2009 (School of Law) Schedule of Refunds

Continuing and Readmitted Students and New Students Who Do Not Receive Financial Aid		New Students Who Receive Federal Financial Aid	
100%	On or before January 5	100%	January 5 to 11
90%	January 6 to 15	90%	January 12 to 18
50%	January 16 to 31	80%	January 19 to February 1
25%	February 1 to 26	70%	February 2 to 8
0%	On or after February 27	60%	February 9 to 22*
		50%	February 23 to March 1
		40%	March 2 to 8
		0%	On or after March 9

* Typographical error (February 222) as originally published has been corrected to reflect actual operational practice.