

Refunds 2009-10

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 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 September 24	100%	On or before September 24
90%	September 25 to 30	90%	September 25 to 30
50%	October 1 to 11	80%	October 1 to 7
25%	October 12 to 28	70%	October 8 to 14
0%	On or after October 29	60%	October 15 to 21
		50%	October 22 to 28
		40%	October 29 to November 4
		0%	On or after November 5

Winter Quarter 2010 Schedule of Refunds

All Other Students		New Students Who Receive Federal Financial Aid	
100%	On or before January 4	100%	On or before January 4
90%	January 5 to 10	90%	January 5 to 10
50%	January 11 to 21	80%	January 11 to 17
25%	January 22 to February 7	70%	January 18 to 24
0%	On or after February 8	60%	January 25 to 31
		50%	February 1 to 7
		40%	February 8 to 14
		0%	on or after February 15

Spring Quarter 2010 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 29	100%	On or before March 29
90%	March 30 to April 4	90%	March 30 to April 4
50%	April 5 to 15	80%	April 5 to 11
25%	April 16 to May 2	70%	April 12 to 18
0%	On or after May 3	60%	April 19 to 25
		50%	April 26 to May 2
		40%	May 3 to 9
		0%	On or after May 10

Fall 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 August 19	100%	August 19 to 25
90%	August 20 to 29	90%	August 26 to September 1
50%	August 30 to September 15	80%	September 2 to 15
25%	September 15 to October 10	70%	September 16 to 22
0%	On or after October 11	60%	September 23 to October 6
		50%	October 7 to 13
		40%	October 14 to 20
		0%	On or after October 21

Spring Semester 2010 (School of Law) Schedule of Refunds

All Other Students		New Students Who Receive Federal Financial Aid	
100%	On or before January 4	100%	January 4 to 10
90%	January 5 to 14	90%	January 11 to 17
50%	January 15 to 30	80%	January 18 to 31
25%	January 31 to February 25	70%	February 1 to 7
0%	On or after February 26	60%	February 8 to 21
		50%	February 22 to 28
		40%	March 1 to 7
		0%	On or after March 8