WITHDRAWALS AND REFUNDS

The University’s refund policies and procedures ensure equitable refunds to students who withdraw from all or a portion of their studies or when payment is in excess of the total charges. Application fees are not refundable.

Registration, late payment, student activities, laboratory, maintenance of matriculation, technology, enrichment, residency, and/or other special fees are not refundable after classes begin.

A student withdrawing from the Gabelli School of Business must submit a letter to the academic advising office stating the reason(s) s/he wishes to withdraw. Once this letter is received, the student will be withdrawn from the program. A student who is withdrawing should also contact the Office of Enrollment Services and the Financial Aid Office to confirm no balances are due.

The refund calculation is based on the following circumstances:

1. First-time and continuing students not receiving Title IV (Federal) assistance are subject to the Institutional Refund Policy.
2. For continuing students receiving Title IV assistance, refunds must be calculated using both the Federal policy and the Institutional policy. The calculation that gives the largest refund to the Federal programs must be applied.
3. First-time students attending Fordham University, receiving Title IV assistance, and withdrawing during the first nine weeks of the term are subject to a Federal Pro Rata Refund Calculation as mandated by the Higher Education Amendments (HEA) of 1992.
4. Students who received aid as cash must repay those aid programs.

Note: For students who received Title IV assistance, refunds must be returned to the programs in the following order: Unsubsidized Stafford Loan; Subsidized Stafford Loan; Plus Loan; Perkins Loan; Pell; SEOG; other Title IV aid; other Federal aid; Fordham Grants and Scholarships; TAP; and other student aid. The following refund policies are based on 100-percent tuition payment. The refund period begins the first day of the term. The refund is reduced by an administrative fee equal to the lesser of 5 percent of tuition charges or $100.

Refund Policy Appeal Process

A student may request an appeal by writing to the Associate Dean of Graduate Studies. The request should include all relevant information describing the special circumstances upon which the appeal is based.

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