WITHDRAWALS AND REFUNDS

Course Withdrawals

The University's refund policies and procedures ensure equitable refunds to students who withdraw from all or a portion of their courses in a given term or when payment is in excess of the total charges. Enrollment Deposits and application fees are not refundable. Laboratory, maintenance of matriculation, technology, enrichment, residency, and/or other special fees required for attendance are not refundable after classes begin.

Please refer to the Academic Calendar to determine the Gabelli School refund schedule for the current term. The on-campus and online programs follow different academic calendars which can be identified as GBS, for the on-campus programs, and GBS-OL, for the online programs. Students who wish to withdraw from individual courses following the add/drop period and within the withdrawal period indicated in the Academic Calendar should submit the Course Withdrawal/Late Registration Form. Students are not permitted to withdraw from any courses after the last date for course withdrawals noted in the Academic Calendar.

Veterans using military education benefits should consult with the VA Certifying Officials in the Office of Academic Records before withdrawing from a class, as this may result in a debt to the VA or their Service Branch.

A student who is withdrawing, either from all or a portion of their courses in the Graduate Gabelli School of Business, should also contact the Office of Student Accounts to confirm all adjustments resulting from the withdrawal is completed and no balance is due.

Institutional Refund Policy (Tuition/On-Ground)

Date of Withdrawal	Due Fordham	Refund
Prior to second week of term	0%	100%
Prior to third week of term	30%	70%
Prior to fourth week of term	45%	55%
Prior to fifth week of term	60%	40%
Prior to sixth week of term	75%	25%
Thereafter	100%	0%

Institutional Refund Policy (Tuition/Online)

Date of Withdrawal	Due Fordham	Refund
Within add/drop period (first week of "live" classes)	0%	100%
During the 2nd week of classes	50%	50%
During the 3rd week of classes	75%	25%
During the 4th week of classes or llater	100%	0%

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.

Voluntary University Withdrawal

Students in good standing may voluntarily withdraw from the Gabelli School of Business and Fordham University by contacting their advising dean and filling out required paperwork. Once this documentation is received, the student will be withdrawn from the program. Students who have submitted notification of withdrawal but wish to return to the program, reenroll, or switch to another academic program at the Gabelli School of Business must wait a minimum of two semesters and then reapply for admission through the traditional admissions process. Readmission is not guaranteed.

A student who is withdrawing from their program in the Gabelli School of Business, should also contact the Office of Enrollment Services and the Financial Aid Office to confirm no balances are due.

Veteran students should be aware that if they are using any military education benefit, withdrawal from the University (which may involve withdrawal from classes) may create a debt with the VA, their Service Branch, or Fordham. Before withdrawing from the University, such students should consult with the VA Certifying Officials in the Office of Academic Records.

Administrative University Withdrawal

Students who are not on an approved leave of absence, do not register for regularly scheduled classes, or do not register for maintaining matriculation status will be withdrawn from the Gabelli School of Business, and will need to reapply for admission through the traditional admissions process. Readmission is not guaranteed. An exception to this policy is made for joint-degree Fordham University students when they are registered for classes at their other program (i.e., J.D./M.B.A.).