

WITHDRAWAL & REFUND SCHEDULE FOR SPRING 2025

Students may withdraw from courses through the Lion's Den (requires an RVCC Student ID Number and password) through the end of the specified withdrawal period. Students may also withdraw from courses by using the Add/Drop form available in the Student Enrollment Center or online at <http://commons.raritanval.edu>: go to Students → Registration → Refunds & Withdrawals; follow instructions on the Add/Drop form. The form may be submitted in person during regular business hours or faxed to the Student Enrollment Center at (908) 704-3442.

Students are not permitted to withdraw from Developmental Studies courses while maintaining registration in college-level courses. Exceptions may be granted only by consultation with an Academic Advisor or Counselor.

The amount of your refund depends on the date your add/drop form or online transaction is submitted to the Student Enrollment Center. Refunds are calculated at a rate less than 100% after the completion of the first five business days of the full term, or after the completion of a corresponding prorated period for other sessions or special late-starting modules or courses, as listed below.

WITHDRAWAL & REFUND SCHEDULE FOR SPRING 2025:

FIRST 3½ WEEKS - 1st quarter (1/22/25-2/15/25)

<u>Last day to withdraw:</u>	<u>to receive:</u>
January 23.....	100% refund
January 24	50% refund tuition only
January 24.....	without course on record
After January 24.....	No refund
February 10.....	a "W" grade
February 10.....	Change to an Audit with Instructor Approval
After February 10	No Withdrawals

FIRST 7 WEEKS – 1st half (1/22/25-3/18/25)

<u>Last day to withdraw:</u>	<u>to receive:</u>
January 24.....	100% refund
January 28.....	50% refund tuition only
January 28.....	without course on record
After January 28.....	No refund
February 27.....	a "W" grade
February 27.....	Change to an Audit Grade with Instructor Approval
After February 27.....	No Withdrawals

FULL TERM – 14 weeks (1/22/25-5/6/25)

<u>Last day to withdraw:</u>	<u>to receive:</u>
January 28.....	100% refund
February 4	50% refund tuition only
February 4	without course on record
After February 4.....	No refund
April 10.....	a "W" grade
April 10 ...	Change to an Audit Grade with Instructor Approval
After April 10	No Withdrawals

12 WEEK SESSION – 12 weeks (2/5/25-5/6/25)

<u>Last day to withdraw:</u>	<u>to receive:</u>
February 11	100% refund
February 17.....	50% refund tuition only
February 17.....	without course on record
After February 17.....	No refund
April 15.....	a “W” grade
April 15... Change to an Audit Grade with Instructor Approval	
After April 15.....	No Withdrawals

SECOND 3½ WEEKS – 2nd quarter (2/17/25-3/18/25)

<u>Last day to withdraw:</u>	<u>to receive:</u>
February 18.....	100% refund
February 19	50% refund tuition only
February 19.....	without course on record
After February 19.....	No refund
March 5	a “W” grade
March 5	Change to an Audit with Instructor Approval
After March 5	No Withdrawals

TEN WEEK SESSION - 10 weeks (2/19/25-5/6/25)

<u>Last day to withdraw:</u>	<u>to receive:</u>
February 24.....	100% refund
February 28.....	50% refund tuition only
February 28.....	without course on record
After February 28.....	No refund
April 18.....	a “W” grade
April 18... Change to an Audit Grade with Instructor Approval	
After April 18.....	No Withdrawals

THIRD 3½ WEEKS – 3rd quarter (3/19/25-4/12/25)

<u>Last day to withdraw:</u>	<u>to receive:</u>
March 20.....	100% refund
March 21.....	50% refund tuition only
March 21.....	without course on record
After March 21.....	No refund
April 7.....	a “W” grade
April 7.....	Change to an Audit with Instructor Approval
After April 7.....	No Withdrawals

SECOND 7 WEEKS - 2nd half (3/19/25-5/6/25)

<u>Last day to withdraw:</u>	<u>to receive:</u>
March 21.....	100% refund
March 25.....	50% refund tuition only
March 25.....	without course on record
After March 25.....	No refund
April 24.....	a “W” grade
April 24.....	Change to an Audit Grade with Instructor Approval
After April 24.....	No Withdrawals

FOURTH 3½ WEEKS – 4th quarter (4/14/25-5/6/25)

<u>Last day to withdraw:</u>	<u>to receive:</u>
April 15.....	100% refund
April 16	50% refund tuition only
April 16.....	without course on record
After April 16.....	No refund
April 30.....	a “W” grade
April 30.....	Change to an Audit with Instructor Approval
After April 30.....	No Withdrawals

Spring 2025 Enrollment & Payment Calendar

November 4, 2024	In-person, mail and web registration for all students.
January 8, 2025	Spring 2025 Tuition bills are due or payment plans must be submitted. After this date, bills are due at time of registration.
January 22, 2025	\$50 late registration fee begins for Full Term, First 7-Week Session, First 3½-Week Session & RISE 14 Week Session.
January 22, 2025	Spring semester Full Term, <u>First</u> 7-Week Session, First 3½-Week Session & RISE 14 Week Session classes begin.
February 5, 2025	\$50 late registration fee begins for 12-Week Session.
February 5, 2025	12-Week Session begins.
February 17, 2025	\$50 late registration fee begins for Second 3½-Week Session.
February 17, 2025	Second 3½-Week Session classes begin.
February 19, 2025	\$50 late registration fee begins for 10-Week Session.
February 19, 2025	Ten Week Session classes begin.
March 19, 2025	\$50 late registration fee begins for Second 7-Week Session and Third 3½-Week Session.
March 19, 2025	Second 7-Week Session & Third 3½-Week Session classes begin.
April 14, 2025	\$50 late registration fee begins for Fourth 3½-Week Session.
April 14, 2025	Fourth 3½-Week Session classes begin.

