

REFUND POLICY

Allocating Returned Title IV Funds (Federal Aid)

Funds returned to the federal government due to student withdrawal are used to reduce the outstanding balances in individual federal programs.

Financial aid returned (by the University and/or the student or parent) must be allocated in the following order:

1. Unsubsidized Federal Direct Loan
2. Subsidized Federal Direct Loan
3. Direct Graduate PLUS (Student) Loan
4. Federal Direct PLUS (Parent) Loan
5. Federal Pell Grant
6. Iraq and Afghanistan Service Grant
7. Federal Supplemental Educational Opportunity Grant (FSEOG)
8. TEACH Grant
9. Other state or institutional financial aid programs

Returns of state and institutional aid will be calculated using the same percentage proration used by Student Business Services to determine the amount of tuition and fees to be charged to a withdrawn student.

Unclaimed Title IV Refunds

According to federal law, the university is required to return Title IV funds that have not been claimed (i.e., refund check that has not been cashed) within 240 days of issue. These funds will be returned to the federal financial aid program from which they were disbursed.

Aggie Dining Meal Plan Adjustment/Cancellation/Transfer Policies

Aggie Dining's information is based on information available at the time of publishing and are subject to change.

Students may purchase a Meal Plan through Aggie Dining by visiting mealplans.tamu.edu. Students can upgrade/downgrade their chosen Meal Plan until a designated date in the semester, as listed on our website (<https://mealplans.tamu.edu/Default.aspx?ReturnUrl=%2F>). The appropriate fee is to be paid to the Office of Student Business Services.

Meal Plans are valid for one semester within dates designated on [dining.tamu.edu](https://dineoncampus.com/tamu/) (<https://dineoncampus.com/tamu/>). Check with Aggie Dining for posted dates for Meal Plan access. Location hours may vary during class breaks and meal availability may exclude official University holidays.

Following University policy, no one is authorized to use or borrow a student's identification card (Aggie Card); therefore, Meal Plans are not transferable between students. The Aggie Card must be presented to Aggie Dining cashiers for Meal Plan participation. If an Aggie Card becomes lost, report it immediately by calling (979) 845-4661 or go to <http://myaggiocard.tamu.edu> (<https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fmyaggiocard.tamu.edu%2F&data=04%7C01%7Caallensworth%40tamu.edu%7Ccacbfe525e840deb5d908da1320916d%7C68f381e346da47b9ba576f322b8f0da1%7C1%7C0%7C637843327854600402%7CUnknown%7CTWFPbGZsb3d8eyJWJoiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6IklhaWwiLCJXVCi6Mn0%3D>).

%7C3000&sdata=OxpSpSJ4kgOrP5WL3WQdH3rdTJBQN64OziebgW1P6ME%3D&reserved=0) to deactivate the card.

Aggie Dining follows the University's refund schedule for Tuition and Fee Adjustments. Refunds are given on the percentage basis listed for students dropping fee options or officially withdrawing from the University. To submit a cancellation request, visit Aggie Dining's website here. (<https://dineoncampus.com/tamu/get-answers-now/>)

- **On-Campus Freshmen:** All students identified by Texas A&M as "New First Time Freshmen" (regardless of credit hours) living in on-campus residence halls are required to have a minimum designated Meal Plan for both the Fall and the Spring semesters. On-campus freshmen looking to cancel their campus Meal Plan must first cancel their housing contract through Residence Life. It is the student's responsibility to reach out to Aggie Dining about their canceled housing contract and request to cancel their Meal Plan. A canceled housing contract must be present before Meal Plan cancellation approval. To submit a cancellation request, visit Aggie Dining's website here. (<https://dineoncampus.com/tamu/get-answers-now/>)
- **Corps of Cadets:** All members of the Corps of Cadets are required to have a minimum designated Meal Plan for both the Fall and the Spring semesters. Cadets seeking to cancel their campus Meal Plan must first present their Corps resignation/withdrawal form before approval. To submit a cancellation request, visit Aggie Dining's website here. (<https://dineoncampus.com/tamu/get-answers-now/>)

For questions and assistance, please visit Aggie Dining's "Get Answers Now" webpage at <https://dineoncampus.com/tamu/get-answers-now> (<https://dineoncampus.com/tamu/get-answers-now/>).

Fee Adjustments for Courses Dropped

A student may drop individual courses during the first five days of a fall or spring semester (first four days of a summer term). Students also may drop individual classes with special permission of the dean between the 6th and 12th class days. Full refunds will be given for the individually dropped courses during these periods provided the student remains enrolled in at least one class and has not withdrawn from the university. Refunds will not be issued for classes dropped after the 12th class day. Any credit balance on a student account as a result of dropping courses will not be refunded until after the fifth class day. As of the first day of the semester, students may not drop all of their courses through the drop/add process, but instead must begin the official withdrawal process online through Howdy (<https://howdy.tamu.edu>) (see **Withdrawal from the University** below for additional information regarding the withdrawal process). A student may add courses during the first five days of a fall or spring semester.

Reductions in Rates for Late Entry to the University

No reduction will be made in the charge of room rent and board in case of entrance within 10 days after the opening of a semester or summer term, nor will a refund be made in case of withdrawal during the last 10 days of a semester or summer term, or the last days for which payment is made.

Refund Delivery

Texas A&M and Flywire have joined forces to deliver financial aid and other refunds to students faster through the University's refund delivery process. You will receive information at your new student conference and in your official University email account, which will explain the process for signing up for direct deposit of refunds.

Residence Hall and White Creek Apartments Rent Refund

If a student withdraws, moves off campus or in any other way terminates the housing contract, a refund of residence hall rent may be made according to the housing contract. Any changes to the rent refund schedule will be detailed in the housing contract. The academic year contract period is from the time the contract is signed to the end of the fourth week of classes in the spring semester. Exceptions to this policy may be made for students who cancel their contract for the following reasons: Texas A&M University co-op or student teaching assignment, academic restriction, graduation and medical withdrawal.

Tuition and Fee Adjustments

Tuition and fee adjustments shall be made to a student officially withdrawing from the University for charges listed below according to the following refund schedule: Tuition and Required Fees, Residence Hall Rent and Meal Plans.

1. If the student withdraws during a fall or spring semester or a summer term of 10 weeks or longer:

Prior to the first day of class	100%
During the first five class days	80%
During the second five class days	70%
During the third five class days	50%
During the fourth five class days	25%
After the fourth five class days	None

2. If the student withdraws during a term or session of more than five weeks but less than 10 weeks:

Prior to the first day of class	100%
During the first, second, or third class day	80%
During the fourth, fifth, or sixth class day	50%
Seventh day of class and thereafter	None

3. If the student withdraws from a term or session of five weeks or less:

Prior to the first day of class	100%
During the first class day	80%
During the second class day	50%
During the third class day or thereafter	None

Withdrawal from the University

Once the University has accepted payment for tuition and fees, a student is considered officially enrolled unless otherwise restricted from enrolling. Stopping payment on a check for fees or allowing the check to be

returned unpaid by the bank for any reason does not constitute official withdrawal.

Before classes begin, you may go online to Howdy (<http://howdy.tamu.edu/>) and drop your courses and options for the semester.

After classes begin, you must go through the official withdrawal process in order to cancel your registration for the semester. In Howdy (<http://howdy.tamu.edu/>), go to the Student Withdrawal channel on the My Record tab to begin the online withdrawal process. Failure to complete the withdrawal process will result in forfeiture of any tuition and fee adjustments, and course work may be recorded as incomplete or failed.

Failure to follow procedures for withdrawing from the University may result in financial penalties and delays with future enrollment in the University. Once a student registers, they are responsible for the total fees assessed regardless of whether the installment option is used. Refund percentages are applied to total fees assessed and not the amount paid. This means that students who withdraw before paying all installments may, in the event of withdrawal, still owe the University.

International students must visit with an advisor in International Student Services before withdrawing to determine if doing so will affect visa status.

Student athletes should visit with an academic advisor in Athletics before initiating the withdrawal process.

Recipients of financial aid should visit with an Enrollment Services Advisor before withdrawing. Students receiving funds awarded by Scholarships & Financial Aid should be aware that federal regulations require a return calculation for all students who receive Title IV student assistance (federal aid) and withdraw during a payment period (semester). These regulations stipulate that students who withdraw prior to the end of a payment period may be required to return disbursed funds not earned if at the time of their withdrawal they have not completed 60 percent of the days they were scheduled to complete.

Scholarships & Financial Aid will notify and provide instructions to students for whom aid has been adjusted due to the return calculation. Eligibility for state and institutional funds may also be impacted by withdrawing from the University. More details can be found on ourMaintaining Eligibility website.

Additionally, students who do not successfully complete courses for the semester may be considered unofficially withdrawn and could be subject to the same return calculation described above based on their last date of academic engagement as reported by their instructor(s).#Academic engagement includes, but is not limited to, attending an in person or synchronous course lecture,or submitting an academic assignment or taking an exam. All disbursed funds may be returned if academic engagement cannot be documented in any course.

For aid recipients, course drops and withdrawals are considered to be unsuccessfully completed coursework when determining Satisfactory Academic Progress (SAP) and will impact completion rate.#This can affect future aid eligibility. More details can be found on ourMaintaining Eligibility website.

Tuition Insurance

Texas A&M University has teamed up with GradGuard™ (<https://gradguard.com/tuition/tamu/>) to offer tuition insurance to Aggie students and families. This protection strengthens our existing refund policy (<https://sbs.tamu.edu/billing-payments/withdrawing/>) and can

provide reimbursement for tuition, housing, and other fees if a student withdraws for a covered medical reason at any time during the covered semester.

Yearbook

Yearbook charges are refundable in full during the semester in which payment is made. Thereafter, no refunds will be made on canceled orders. Yearbooks must be picked up during the academic year in which they are published. Students who will not be on campus when the yearbooks are published must pay a mailing and handling fee. Yearbooks will not be held, nor will they be mailed, without payment of the mailing and handling fee. Refunds will not be made on books not picked up within one semester of the publication date. Refunds will not be made before 21 days from the date of payment. Refund policies contained herein reflect policies in effect at the time of publication and are subject to change.