

# Expenses

Fees for the academic year are set by the Idaho State Board of Education after the publication of the catalog. Fee information can be found here:

<https://www.isu.edu/cost/>

## Refund Policy

The Refund Policy applies to all for-credit classes regardless of location of the class.

This policy does not include the advance deposits required by the College of Technology and by select programs.

All refunds are paid by University check or E-refund.

## Basis for Refunds

Refunds are calculated and authorized by the office of Finance and Business Affairs. The official drop/withdrawal date is the actual date the drop or withdrawal form is received by an authorized University office or accepted in the University's automated system.

Refunds of registration charges for full-time fees, part-time credit hour fees, non-resident tuition, and professional program fees are calculated on the applicable refund percentage applied to the dropped credits, using the first official day of the University semester or session as the starting date. Examples of refund calculations can be found at the following link <https://www.isu.edu/media/libraries/finance-and-business-affairs/student-services/RefundExamples.pdf>.

Federal financial aid provisions may require funds to be returned to federal programs in excess of your ISU refund. In such situations, you will be billed for the excess remitted by the University in your behalf.

The official starting and ending dates of all classes are those designated by the University registrar.

## Fall and Spring Semesters Refund Periods and Percentages

- **100% Refund:** Classes cancelled by the University.
- **100% Refund:** 16-week classes for the first (10) ten days of University classes and 8-week classes for the first (5) five days of University classes.
- **50% Refund:** 16-week classes for the next (5) five days (third week) of University classes and 8-week classes for the next (5) days (second week) of University classes.
- **No Refund:** 16-week classes dropped after the third week of classes. 8-week classes dropped after the tenth day of classes.
- **For classes, short courses, continuing education classes, and workshops with nonstandard starting and ending dates,** refund requests are reviewed on an exception basis. The official starting and ending dates are those designated by the University registrar.

## Summer Session Refund Periods and Percentages

- **100% Refund:** Classes cancelled by the University.
- **100% Refund:** Full term session (May - Aug) for the first 10 days of University classes and 4, 6, 8 week sessions dropped in the first 5 days of University classes.

- **100% Refund:** Workshop classes dropped before the 1st day of the workshop.
- **50% Refund:** Full term session (May - Aug) for the next 5 days (3rd week) of University classes and 4, 6, 8 week classes dropped in the next 5 days (2nd week).

## Non-refundable Fee Charges/Payments

The following fees or charges are not refundable:

1. Reduced fee charges authorized by the State Board of Education. Examples include faculty/staff/spouse reduced fees, senior citizen reduced fees, education contract classes, etc.
2. Late processing charges.
3. Amounts paid to satisfy unpaid fees/charges from previous terms.
4. Amounts paid for student malpractice insurance.

## Refunds for Exceptional Circumstances

In specific cases, as listed below, a full refund of the registration tuition and fees, credit hour fee, non-resident tuition and professional fees will be granted following official withdrawal from the University, provided the withdrawal process is completed during the first half of the semester or session (i.e., first eight weeks of a semester, first four weeks of a session). Proper documentation must be presented and approval granted by the offices of Student Affairs and Finance and Administration before the refund will be processed.

1. Induction of the student into the U.S. Armed Forces.
2. Incapacitating illness or injury which prevents the student from returning to school for the remainder of the term. A medical withdrawal must be processed through the University Student Health Center.
3. Death of a student.
4. Death of spouse, child, parent, or legal guardian of student.

To request an exception to the refund policy other than those listed above click here (<https://www.isu.edu/financeadmin/student-financial-services/refunds/refund-appeals/>).

## Deductions from Refunds

The University reserves the right to deduct amounts owed the University from refunds. Refunds of fees for the term, less any outstanding fee loan balances for the term, are applied to the financial aid awarded to the student in the priority sequence shown below:

1. Amounts required by law to be returned to Federal Financial Aid programs
2. Third party agency payments of actual tuition and fees
3. University authorizations specifically for the payment of tuition and fees (i.e., graduate teaching assistant, athletics, etc.)
4. Federal aid programs (see Financial Aid Handbook for priority)
5. Miscellaneous outstanding balances due the University
6. University loan programs
7. University and donor scholarship programs

Any balance is refunded to the student.

## **Payment of Refunds to the Student**

A University check for the refund balance is mailed to the current mailing address of the student. A direct deposit will be processed for students who are enrolled in E-Refund.

## **Contact Us**

For information regarding the refund policy please contact:

- **FINANCE & BUSINESS AFFAIRS** - (208) 282-2790