

## Higher Ed Drop & Refund Policies

### CVTC Refund Policy

- 100% if dropped prior to class start - no drop form needed prior to start date
- 80% if dropped in week 1 or 2 of class ( or on start date of class) - [drop form](#) needed
- 60% if dropped in week 3 or 4 of class - [drop form](#) needed
- 0% if dropped during or after week 5 of class - [drop form](#) needed

### NTC Refund Policy

- 100% refund if dropped prior to class start
- 80% refund if dropped before or at the time 10% of the course has been completed
- 60% refund if dropped after 10% but before more than 20% of the course has been completed
- 0% refund if dropped after 20% of the course has been completed

### NWTC Refund Policy

- 100% refund if dropped prior to class start
- 80% refund if dropped before or at the time 10% of the course has been completed
- 60% refund if dropped after 10% but before more than 20% of the course has been completed
- 0% refund if dropped after 20% of the course has been completed

### UWEC-BC Refund Policy

- 100% refund if dropped prior to class start
- \$50 withdrawal fee if dropped in week 1
- \$100 withdrawal fee if dropped in week 2
- 50% of tuition assessed if dropped in week 3
- No refund if dropped in week 4 or after

## **UWSP @ Marshfield Refund Policy**

- 100% refund if dropped prior to class start or within week 1 and week 2
- Students have the first 8 days to drop without a "W" grade
- Drops from the 9th day of class through the 10th week result in a "W" grade
- 50% of tuition assessed if dropped in week 3 and week 4
- No refund if dropped in week 5 or after
- A \$25 nonrefundable application fee will be charged

## **UW-Platteville Drop Policy**

- 100% refund if dropped prior to class start
- 100% refund less \$50 if dropped during first five days of semester
- 100% refund less \$100 if dropped during second week of semester (days 6-10)
- 50% refund if dropped during the third and fourth week of semester
- 0% refund if dropped after the fourth week of the semester
- Students withdrawing prior to the start of the semester may cancel their enrollment by submitting an email via their UW-Platteville email account to the Office of the Registrar or submit a written request with their signature. Students withdrawing after the start of the semester must complete a withdrawal form available from the Office of the Registrar.

## **UW-River Falls Drop Policy**

- No record on transcript within first 15 days of semester
- "W" noted on transcript after first 15 days of semester
- Late Drop form is needed after the first 50 days of semester; "W" noted on transcript

## **Western Refund Policy**

- 100% if dropped prior to class start
- 80% if dropped in specified time period
- 60% if dropped in specified time period

Western drop period and amount depends on number of class meetings.

## **UW-Superior Drop/Withdraw Policy**

- 100% refund and no fees for courses dropped prior to the semester start
- 100% refund (full-term classes), \$50 withdrawal fee for courses dropped within the first 10 class days of semester. Students totally withdrawing from the semester can submit via this [form](#). Withdrawal fee is waived for concurrent enrollment/ECCP students.
- 50% refund (full-term classes), \$20 drop fee, and "W" on transcript if dropped between the third and fourth week of classes (no refund thereafter). Students will need to request the drop via this [form](#) or submit a withdraw from semester [form](#) if withdrawing from all classes.
- After the 60% calendar date, to drop a course, the student must submit a request via the Credits and Reinstatement Committee.

Contact the Center for Continuing Education ([conted@uwsuper.edu](mailto:conted@uwsuper.edu)) for more information, questions, or help dropping/withdrawing from courses.