
Essex County College Refund Policy Statement

It is your responsibility to read and understand this policy. Please read this policy and maintain a copy for your record:

- I understand that I must formally withdraw from my courses prior to the beginning of the semester/term in which I have registered to receive a **100%** credit of tuition and certain fees.
- I understand that I will be credited 100% of tuition and certain fees if the course(s) in which I am enrolled for a given semester/term is/are cancelled by Essex County College.
- I understand that the following fees are non-refundable: Registration, Graduation or the College's Tuition Payment Plan.
- I understand that it is **MY** responsibility to **officially** withdraw from classes during the appropriate refund periods if I am to receive a refund or credit.
- If I fail to withdraw from a specific Semester/Term prior to the beginning of that Semester/Term and do not attend classes at all for that Semester/Term, **all eligibility for that Semester/Term is rescinded.**
- I understand that the phrasing in statement above "all eligibility for that Semester/Term is rescinded" includes **ALL FINANCIAL AID ELIGIBILITY.** Financial aid cannot be applied to charges in a semester/term for which I never attended.
- Classes held based upon a Financial Aid Hold are **NOT** considered valid grounds to appeal charges for failure to formally withdraw from a semester/term within the specified time. A student may **NEVER** assume classes will be dropped especially if they anticipate receiving Financial Aid. Financial Aid at ECC includes: PELL Grants, ACG Grants, SEOG Grants, NJSTARS, NJTAG, EOF, scholarships from any source, Federal Work-Study, and Private Loans (e.g., NJCLASS, etc.)
- In addition, by federal regulation (HEA, Section 484B, 34 C.F.R. § 668.22) I must attend 60% of the semester to be entitled to **ALL** aid for which I was determined eligible through the processing of my FAFSA (Free Application for Federal Student Aid) results:
- I understand that "telling" any Essex County College faculty or staff member that I will not be attending class for the semester in which I have registered does **NOT** release me from the responsibility of formally withdrawing from my classes prior to the start date. The formal withdrawal process is explained in the Refund Policy of which I have read on the ECC website.