

WCCC Refund Policy

The Board of Trustees of the Maine Community College System is empowered to establish system-wide rates for tuition, housing and application fees. The college President, within the policy constraints established by the board of trustees, establishes technology fees and other similar charges associated with setting the fixed costs of the institution. While certain charges may vary from college to college, the basis for refunds of these charges is consistent.

Type of Refund	Description	Refund Amount
Admission Deposit	Refundable for a period up to 120 days prior to start of semester.	\$75
Room & Security Deposit	Refundable if financial obligations to the college have been met.	\$150
Tuition & Fees 15 Weeks or more terms	Before the start of the semester/college cancellation	100%
	Within 1–6 working days after the start of semester	100%
	Within 7–10 working days of after the start of semester	50%
	After the 10th working day of the start of semester	No refund
	Unofficial withdrawal at any time	0%
Tuition & Fees 7/8 Weeks or less terms	Before the start of the semester/term cancellation	100%
	Within 1–6 working days after the start of term	100%
	After the 6th working day of the start of term	No refund
	Unofficial withdrawal at any time	0%
Room and Board 15 Week or more terms	Withdrawal prior to semester start	100%
	Withdrawal prior to end of semester's second week	80%
	Withdrawal prior to end of semester's third week	60%
	Withdrawal prior to end of semester's fourth week	40%
	Withdrawal prior to end of semester's fifth week	20%
	After end of semester's fifth week	No refund
	Unofficial withdrawal from a college residence at any time	No refund
Room and Board 7/8 Weeks or less terms	Withdrawal prior to semester start	100%
	Withdrawal prior to end of term's 7th day	80%

Withdrawal prior to end of term's 11th day	60%
Withdrawal prior to end of term's 17th day	40%
After end of term's 17th day	No refund
Unofficial withdrawal from a college residence at any time	No refund

Notification of withdrawal or cancellation and requests for refund must be made in writing and addressed to the Registrar's Office. Notification is effective on the date received in the Registrar's Office.

Refund levels may vary for special or short-term courses depending upon the circumstances. No refunds are given for termination resulting from academic, disciplinary or financial dismissal. Refunds for Title IV financial aid shall follow federal guidelines. Students who feel that individual circumstances warrant exceptions from the published policy may appeal to the college President or his/her designee.

The application, student accident, and liability insurance fees are not refundable. Resident students may also have housing damage or cleaning charges. If a withdrawing student is receiving federal or state financial aid, that amount is prorated in accordance with the above schedule and federal regulations and returned to the appropriate federal or state account. Please see "Financial Aid Information" for additional information regarding refunds.