

# Statement of Rights, Refunds and Responsibilities



Effective August 1, 2011

Your signature on this agreement acknowledges that you have been given reasonable time to read and understand it and that you have been given a written statement of the refund policy including examples of how it applies. Your signature also acknowledges that you have been notified that the current University Catalog is provided on the University website: [www.jessup.edu](http://www.jessup.edu). The University Catalog includes a description of the course or educational service including all material facts concerning the school and the program or course of instruction which are likely to affect your decision to enroll.

## Buyer's Right to Cancel

You have a right to cancel enrollment in any class, or the Program, and obtain a refund. To begin the cancellation process, please contact the School of Professional Studies Office and file a Petition to Drop form. Students withdrawing from courses or the University will receive a refund on the basis of the following refund information.

*ANY NOTIFICATION OF WITHDRAWAL OR CANCELLATION MUST BE IN WRITING.*

## Refund of Tuition (refund information also listed in the University Catalog)

Students who file a Petition to Drop with the School of Professional Studies (SPS) Office will have their tuition refunded according to the following scale. The date of withdrawal for refund purposes is determined by the date the School of Professional Studies Office receives the completed drop card. Refunds indicated are percentages of the total tuition charges per module, not of amounts paid to date of withdrawal.

## Refund Policy (when drop card received in SPS office according to the below table)

Before the start of class the first day of any course	100%
After the first class session and before start of the second class session	80%
After the second class session and before start of the third class session	40%
After the third class session begins	No refund

## Responsibilities

I understand that delinquent accounts: will be referred to a collection agency and/or placed in litigation in accordance with state and federal laws, may also be reported to one or more of the national credit reporting agencies, and that students with delinquent accounts will be held responsible for collections costs, attorney fees, and court costs. If my account becomes delinquent, I give permission to contact me at any telephone number and allow this permission to pass to all vendors, subcontractors, agents, and independent contractors.

A handwritten signature in black ink, appearing to be "A. B. A.", written over a horizontal line.

\_\_\_\_\_  
Director, School of Professional Studies

Signed as of revision

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date