



Policy Title: Tuition Refunds

Accountable Dean(s) or Director(s):

Associate Dean for Admissions & Student Affairs
Office of Financial Aid

Reviewed By:

Professionalism & Promotions Committee

Approval Body:

Executive Faculty

RELEVANT LCME ELEMENT:

12.2 Tuition Refund Policy

POLICY STATEMENT AND PURPOSE:

The LCME states: A medical school has clear policies for the refund of a medical student's tuition, fees, and other allowable payments (e.g., payments made for health or disability insurance, parking, housing, and other similar services for which a student may no longer be eligible following withdrawal).

POLICY GUIDELINES:

This policy outlines processes and protocol for refunding tuition and fee payments to medical students who withdraw or are dismissed from the medical education program. Students enrolled in dual degree programs should also consult with their combined degree program for relevant tuition/fee refund policies.

BILLING CYCLES

- Tulane SOM tuition is billed by semester rather than academic phases, modules, or rotations. In general, the T1/T2 fall semester begins in early August. The T3 fall semester begins in early May, and the T4 fall semester begins in early July. The spring semester for all cohorts begins in early January. Use these dates to interpret refund deadlines below.
- Tuition refund dates apply only to the semester in progress. A student who withdraws from medical school may be eligible for a full or partial tuition refund for the current semester but is not eligible for a refund for any previous semester.

TUITION REFUND DEADLINES

Tuition refund deadlines differ between the pre-clinical (T1/T2) and clinical (T3/T4) curriculum; however, students are responsible for all fees after the 100% refund deadline for both the pre-clinical and clinical curriculum. No refunds are issued after the 25% refund date.

PRE-CLINICAL CURRICULUM (T1/T2)

- 100% Tuition + Fee Refund
 - Complete withdrawal *within 2 weeks* after the start of fall or spring semester.
 - T1 students will forfeit their commitment deposit regardless of their withdrawal date.
- 50% Tuition Refund; Fees Not Refunded
 - Complete withdrawal after 2 weeks but *before 4 weeks* after the start of the fall or spring semester.
- 25% Tuition Refund; Fees Not Refunded
 - Complete withdrawal after 4 weeks but *before 8 weeks* after the start of the fall or spring semester

NOTES:

- Tuition refunds are not issued following a dismissal.
- When students re-enroll in a pre-clinical semester from which they have withdrawn or failed, they will be assessed full tuition for the repeat attempt.
 - Exception: If a student must repeat only Immunology in the T2 year, they will be assessed a pro-rated tuition for that course.
- Students are responsible for all fees in every semester in which they are registered.
- Preclinical students who are making satisfactory academic progress and take a leave of absence that does not require them to withdraw from an in-progress course, or whose academic progress is otherwise “off cycle,” will have their tuition charges reviewed on a case-by-case basis during the affected semesters.

CLINICAL CURRICULUM (T3/T4)

- 100% Tuition + Fee Refund
 - Complete withdrawal within 2 weeks after the start of the fall or spring semester.
- After 2 weeks, there is no refund of tuition or fees.

NOTES:

- For students making satisfactory academic progress, tuition for clinical years is generally capped at 4 semesters. Tuition in clinical years is frontloaded (*i.e.*, students are generally charged for enrollment in their first 4 semesters of clinical curriculum, and tuition charges are reversed in the 5th semester).
- Fees are not capped or credited. Students can benefit from the resources that fees pay for, even if they have reached their tuition “cap.”
- Students are responsible for all fees in every semester in which they are registered.
- Tuition refunds for partial withdrawals (for a rotation or select rotations) are not issued.
- Tuition refunds are not issued following a dismissal.
- Students will be assessed pro-rated tuition for any rotation they must repeat because of withdrawal or failure if the withdrawal or failure creates an extension into an additional semester.
- T3 and T4 students who begin or end a leave of absence in the middle of a semester will have their tuition charges reviewed on a case-by-case basis during the affected semesters.

OTHER REFUNDS

- *Academic and activity fees:* There are no refunds for recreation center fees, campus health fees, activity fees, or academic services fees after the 100% refund deadline has passed.
- *Health Insurance fees:* There are no refunds on health insurance purchased through the university, but the policy is portable for the period covered. Students should contact the Tulane Student Health Insurance administrators for more details.
- *Parking fees:* On-campus parking is typically paid on a monthly basis. No refunds are offered for partial month usage. Students should contact the Tulane Parking Office for details about their parking contract.
- *Deming Housing:* Deming housing is billed on a semester basis. Students should refer to the Deming contract and contact Deming Pavilion administrators for more details.
- *Disability Insurance fees:* Not Applicable. Students do not incur any costs for disability insurance.

LAST REVIEW DATE/APPROVAL:

Professionalism & Promotions Committee: 08/06/24

Executive Faculty: 08/20/24

REVIEW CYCLE:

Every 3 years