



Refund Policies

Tuition, Course Fee, and College Services Fee Refund

1. On Campus and HyFlex

- a. Refunds after the first day of the semester:
 - i. Seven week term course:
 1. 1-4 business days – 100% refund of tuition and fees; does not show on transcript
 2. 5-9 business days – 75% refund of tuition only; W grade
 3. 10-14 business days – 50% refund of tuition only; W grade
 4. 15-25 business days – No refund; W grade
 5. 26-end – No refund; F grade
 - ii. Semester-long course:
 1. 1-7 business days – 100% refund of tuition and fees; does not show on transcript
 2. 8-17 business days – 75% refund of tuition only; W grade
 3. 18-29 business days – 50% refund of tuition only; W grade
 4. 30-50 business days – No refund; W grade
 5. 51-end – No refund; F grade
- b. Withdrawals from a course for medical or psychological reasons after the deadline for a refund, receive a W grade and a 50% tuition refund. A note is required from a doctor, a certified psychologist, or Student Development.
- c. Add/Drop dates are found on the [Registrar's page](#) under course timetables.
- d. International students: Where an international student's tuition fees, or any portions thereof, are to be refunded in accordance with Prairie's refund policy, they are refunded to the student if the student paid the whole of the fees. If other individuals or organizations paid part of the fees, the refund is divided among the student and the other individuals and organizations in proportion to the percentage of the fees paid by each.

2. Online: Self-paced

A tuition refund is available for course withdrawals within 30 days of the enrollment date. Course withdrawals are subject to a \$50 administrative fee.

- a. Refunds after the first day of enrollment:
 - i. 1-10 business days – 100% refund of tuition less the processing fee and any discounts; does not show on transcript
 - ii. 11-20 business days – 75% refund of tuition only less any discounts; W grade
 - iii. 21-30 business days – 50% refund of tuition only less any discounts; W grade
 - iv. 31-50 business days – No refund; W grade
 - v. 51-end – No refund; F grade
- b. Withdrawals from a course for medical or psychological reasons after the deadline for a refund, receive a W grade and a 50% tuition refund. A note is required from a doctor, or a certified psychologist.

3. Online: Graduate Programs

- a. Refunds after the first day of the semester:
 - i. 1-4 business days – 100% refund of tuition and fees; does not show on transcript

- ii. 5-9 business days – 75% refund of tuition only; W grade
 - iii. 10-14 business days – 50% refund of tuition only; W grade
 - iv. 15-25 business days – No refund; W grade
 - v. 26-end – No refund; F grade
- b. Withdrawals from a course for medical or psychological reasons after the deadlines receive a W grade and a 50% tuition refund. A note is required from a doctor, or a certified psychologist.

Residence Refund

Residence fees are charged per semester. Students who move out of residence before the first day of the second term receive a 25% refund. Students who move out of residence on or after the first day of the second term will not receive a refund.

Meal Plan Refund

Meal plan fees are charge per semester. If a student leaves the meal plan during the semester a refund will be given in the amount remaining after the Friday noon meal of the week you are removed from the meal plan plus the equivalent of an additional week administration fee.

Music Lesson Refund

The tuition refund for music lessons will follow point #1 above (On Campus and HyFlex). The lesson fee refund is as follows:

- a. Withdraw during weeks 1-2 of the semester: pay for lessons taken
- b. Withdraw during weeks 3-4 of the semester: pay 50% of the lesson fee
- c. Withdraw after week 4: no refund
- d. See syllabus for exact dates

Program Fee Refund

A program fee may be wholly or partially refunded after consultation with the Program Director.