

## REFUND

Students who have paid their matriculation fees and who withdraw their registration or are granted honorable dismissal or leave of absence shall be entitled to a refund of their matriculation fees, except entrance and registration fees, in accordance with the following schedule (*Revised UP Code: Article 347 as amended at the 933<sup>rd</sup> BOR Meeting: 30 October 1980*):

<i>Before the opening of classes</i>	<i>100%</i>
<i>Within one week from the opening of classes</i>	<i>80%</i>
<i>Within the second, third, and fourth week from the opening of classes</i>	<i>50%</i>
<i>After the fourth week</i>	<i>No refund</i>

In case of students [who withdraw before the opening of classes or those] who register after the opening of classes, and withdraw thereafter, the number of days shall be counted from the actual date of registration, and the refund of his/her matriculation fees shall also be in accordance with the above schedule. In case of death of a student during the semester, all fees may be refunded, if so requested by his family (*Revised UP Code: Article 347 p. 88 as amended at the 933<sup>rd</sup> BOR Meeting: 30 October 1980*).

Laboratory fees will not be refunded after one week from the opening of classes where voluntary change is made from one subject to another. Refund of tuition for a subject may be allowed only in case of forced dropping of the subject (*Revised UP Code: Art. 348 p. 88 as amended at the 933<sup>rd</sup> BOR Meeting: 30 October 1980*).

Any student who is drafted for trainee instruction, in accordance with the National Defense Act, by reason of his ineligibility to be a regular member of the CMT of the University, may be refunded the proportional part of the total amount he paid for his matriculation fees for the term during which he is drafted (*Revised UP Code: Art. 349 p. 88 as amended at 933<sup>rd</sup> BOR Meeting: 30 October 1990*).