COLUMBIA INTERNATIONAL UNIVERSITY

Payment and Refund Schedule Policy

Payment Policies
Payment is due no later than the first day of classes. The Accounting Office accepts payments made by cash, personal check, money orders and credit cards (MasterCard, Visa, Discover, and American Express). Make checks payable to Columbia International University. Information about the CIU Automatic Payment Plan is available on the CIU Online Student Accounting page. Students can access their course and fee statement anytime by logging onto CIU Online, selecting Student Accounting, then selecting My Student Account. No paper bill will be mailed.

*Columbia International University reserves the right to increase fees and other charges without prior notice.*

Tuition Refund Schedule
All tuition will be refunded* to students who withdraw from the university before classes begin. Students who withdraw from the university after classes begin or who reduce their course load in such a way as to affect total tuition charges for the semester will receive refunds according to the following table:

- Through the end of the registration period — 100%
- Through the seventh business day after the first day of regular classes.
- In effect, for two days after drop/add — 90%
- From the previous date (the 90% deadline) for two weeks — 50%
- From the previous date (the 50% deadline) for four more weeks — 20%
- MODULAR COURSES — Schedule published with course registration materials. NO OTHER REFUNDS ARE MADE.

Students who withdraw – totally or partially – receive (for the portion of their withdrawal) the stated percentage above, based on the date of their official withdrawal (a schedule of actual withdrawal dates for each period of enrollment is available in the CIU Registrar’s Office). On-campus students who reduce their loads to fewer than nine semester hours may continue to live on campus, as space is available. No tuition refund shall be made beyond the academic year in which the courses were taken. Registration fee, course fees, student activity fee and other fees are non-refundable.

*Students receiving financial aid must check with Student Financial Services to determine if any aid or federal loans must be returned. In order to make CIU scholarships available to as many eligible students as possible, all current CIU scholarships are forfeited when a student withdraws before the end of a term.*