Alaska CHRISTIAN COLLEGE
Life-Changing Education

INSTITUTIONAL REFUND POLICY

All student accounts will be billed on a semester basis at the beginning of the semester. Students are expected to have their bills paid in full by the end of the semester. Failure to pay all outstanding bills may result in students being unable to re-enroll the following semester.

If a student withdraws or is dismissed from ACC with more than 40 percent of the semester remaining and has received any type of financial aid, tuition will be refunded on the schedule below. Refundable tuition and fees will be sent to the student no later than 14 days after receipt of notification of student's withdrawal or last day of physical attendance, whichever is earlier. Refunds will be computed from the last day of physical attendance. Time spent on approved leave of absence will not be considered as time in attendance for the purposes of determining a refund.

Tuition is refunded on the following schedule:
If the withdrawal is requested between the:

1st and 14th day of class	100% refund
15th and 30th day of class	80% refund
31st and 55th day of class	30% refund
56th and 110th day of class	no refund

Room and Board is refunded on the following schedule:
If the withdrawal is requested on or between the:

1st and 14th day of the semester	75% refund
15th and 30th day of the semester	50% refund
After 31st day of the semester	0% refund

The first day of classes is the first day of the semester.

If a student withdraws with more than 40 percent of the semester remaining and has received any type of federal financial aid, that aid will need to be refunded on a prorated scale. Please refer to the Federal Title IV Refund Policy or see the Financial Aid Office with questions.

The college will not issue an official transcript, certificate, or degree until all debts with the College have been paid in full.