

Federal Tuition Assistance Refund Policy

Viterbo University will return any unearned Tuition Assistance funds on a prorated basis through at least 60% portion of the period for which the funds were provided. Tuition Assistance funds are earned proportionally during an enrollment period, with unearned funds returned if the student withdraws from a class(es). These funds are returned to the military service branch. In instances when a service member stops attending due to military service obligations, the institution will work with the affected service member to identify solutions that will not result in student debt for the returned portion.

The Federal Tuition Assistance Refund Policy will follow the same tuition refund schedule as Viterbo University's refund schedule. The one exception will be that the 25% return of tuition assistance funds will go through 60% of the length of the class even though Viterbo's refund schedule may not extend through 60% of the length of the class. The return percentage will be 0% after 60% of the length of the class.

Please see Viterbo University's Refund Policy using the link below:

<https://www.viterbo.edu/university-policies/refund-policy>

Fall/Spring/Summer Semester (60% Completion Point of Class)

Length of Class	60% Completion Point of Class
1 week	After 4 days
2 weeks	After 8 days
3 weeks	After 13 days
4 weeks	After 17 days
5 weeks	After 21 days
6 weeks	After 25 days
7 weeks	After 29 days
8 weeks	After 34 days
9 weeks	After 38 days
10 weeks	After 42 days
11 weeks	After 46 days
12 weeks	After 50 days
13 weeks	After 55 days
14 weeks	After 59 days
15 weeks	After 63 days
16 weeks	After 67 days

Note: Days from Start, where Day 1 is identified as the first day of a specific class, include weekends and holidays.