	Universidad Central del Caribe	Policy #	UCC-SA-200-12-2025R1
		Implementation Date/ Effective Date:	June 2011
		Contact:	Dr. José L. Oliver-Sostre
		Date Approved:	June 2011
	Refund Policy	Last Reviewed/Update:	June 2025
		Next Revision:	June 30, 2027
		Approval by:	Dr. Waleska Crespo

The university has a tuition refund policy that stipulates the amount of tuition and fees that are refunded to a student who withdraws from all classes during a term.

The following chart shows the amount of tuition and fees returned to a student, depending on when the student withdraws.

Time of Withdrawal	% of charges Refunded
Before the 1st day of class	100% tuition; 100% fees
Within the first week of classes	80% tuition; 0% fees
During the second week of classes	50% tuition; 0% fees
After the second week of classes	0% tuition; 0% fees

- Registration deposit guaranteeing admission is not refundable.

Return of Federal (Title IV) Financial Aid

As an Institution that participates and distributes students' financial aid Title IV Funds, Universidad Central del Caribe adheres to the Federal guidelines governing refunds related to said program. The return of the Title IV Funds Policy applies to all registered students who qualify and participate in the federal financial aid program and later withdraw or are administratively withdrawn. The policy determines the amount of funds the student spends at the moment of withdrawal up to sixty (60) percent of the academic term; after this period, refunds are not applicable.

Refunds will be made within thirty (30) days of the date that the University determines that the student has withdrawn. Requests for withdrawal must be submitted in writing to the registrar.

The formula used to determine the total amount to be refunded is as follows:

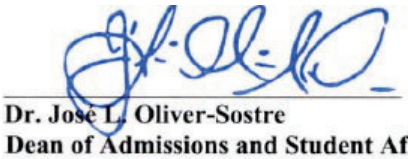
1. Determine the percentage of the period of enrollment the student attended.
2. Determine the amount of Title IV funds earned by multiplying the total amount of Title IV aid (other than FWS) for which the student qualified by the percentage of time enrolled.
3. Compare the amount earned to the amount disbursed. If less aid was disbursed than was earned, the student may receive a post-withdrawal disbursement by the institution for the difference. If more aid was disbursed than was earned, the Institution will determine the amount of Title IV aid that must be returned (i.e., that was unearned) by subtracting the amount earned from the amount disbursed. The difference will be refunded to the appropriate Title IV Funds Program.

4. If the student received an amount of funds that had been considered due prior to withdrawal, and upon withdrawal, it is determined that the student will receive an overpayment, the student will be responsible for the reimbursement of the amount determined to be an overpayment.

If the student has received an overpayment, the Financial Aid Office will communicate to the student about the existence of their situation and that he/she is responsible for returning the overpayment amount.

Approved Date:June 2011

Reviewed by:
Dr. Jose Luis Oliver-Sostre,
Dean of Admissions and Student Affair
June 2025



Dr. José L. Oliver-Sostre
Dean of Admissions and Student Affairs

7/10/2025
Date

Approved by:



Waleska Crespo, DrPH
President

7/11/2025
Date

Universidad Central del Caribe
Revision by: Dr. José L. Oliver-Sostre
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