



Addendum to Catalog

Effective 1/1/2026

Refund Policy Addendum

The Refund Policy is currently noted in the 2025-2026 catalog on the following pages:

- Pages 13-15

Current Policy to be Changed is located under Return of Federal Title IV Funds, paragraph 6. The current policy states the following:

If the Return of Title IV funds results in a credit balance on a student's account, and if the student does not wish to have the school temporarily retain the credit balance or return the Title IV funds, then any FSA credit balance will be returned to the student within 45 calendar days of the date the credit balance occurred. Any credit balance request may be written and documented. Also, any credit balance on a student's account regardless of funding source will be returned to the student within 45 calendar days of the student's last day of attendance. This change will align with the refund policy in the Student Financial Aid Handbook.

Addendum/Change to Current Policy

If a Title IV credit balance is generated due to a student withdrawing from the program, the school has 14 calendar days from the date the Return to Title IV calculation was completed to return the Title IV credit balance to the student. Credit balances on a student's account, not including Title IV credit balances, will be returned to the student within 45 calendar days of the student's last day of attendance.

Approved by: Marianna Caniglia, Campus President 1/1/2026