

Refund Policies

Jersey College adheres to the following policy in determining refunds of tuition and fees paid in advance or sums due to the College when a student withdraws or is terminated from the College prior to the completion of a course or a program. For purposes of the refund policies, a working day means a day other than a Saturday, Sunday, or state or federal holiday.

Cancellation of Program or Course

If tuition and fees are collected in advance of the start date of a program or course and Jersey College cancels the program or course, as applicable, 100% of the tuition and fees (including fees identified as non-refundable) collected are refundable. Such refunds, when due, will be made by Jersey College within forty-five (45) days of the planned start date. Where a program or course is canceled, an individual is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.

Withdrawal or Termination On or Before the First Day of Class or Within Three Days of Enrollment Agreement

Individuals accepted into a program or course at Jersey College may withdraw from the scheduled program or course in person or in writing before or on the first day of the scheduled start date for such program/course or within three (3) working days from the individual signing an enrollment agreement. Refunds of tuition paid in advance or sums due the college when a person withdraws or is terminated from Jersey College prior to or on the first day of class or within three (3) working days from the individual signing an enrollment agreement will be determined as follows:

1. All tuition paid by students will be refunded.
2. All fees paid by students will be refunded, except any obligation or other fee (equipment, supplies, books, kits, background checks, drug screenings, uniforms or other materials) which are not returnable as a result of use or not returned within three (3) days of the date of withdrawal/termination.
3. Refunds, when due, will be made without requiring a request from the individual withdrawing or being terminated.
4. Refunds, when due, will be made within forty-five (45) days of the program/class start date.

A person accepted into a program or course not requesting withdrawal on or before the scheduled starting date or within three (3) working days from the individual signing an enrollment agreement will be considered a student and refunds, when due, will be calculated as set forth under “State Policies - Alabama - Refund Policies - Withdrawal or Termination After the First Day of Class”.

ALABAMA

Students Enrolled Prior to Visiting the Institution

Students who have not visited Jersey College’s facilities prior to enrollment will have the opportunity to withdraw without penalty within three (3) days following either attendance at orientation or a tour of the facilities and inspection of the equipment. A student who has not visited Jersey College’s facilities prior to enrollment and has not withdrawn within the three-day period will be considered a student and refunds, when due, will be calculated as set forth under “State Policies - Alabama - Refund Policies - Withdrawal or Termination After the First Day of Class”.

Refunds, when due under this section will be made within forty-five (45) days of the withdrawal date. A student withdrawing under this section is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.

Withdrawal or Termination After the First Day of Class

Refunds of tuition and fees in a credit hour program paid in advance or sums due to the college when students withdraw or are terminated from Jersey College after the first day of class will be determined as follows:

1. Students will be responsible to Jersey College for tuition and tuition will be refundable as set forth in the following charts.

16 Week Course Time of Withdrawal/ Termination and Period of Obligation	Refundable Amount	Student Responsibility to Jersey College
Weeks 1 - 2	90% of tuition	10% of tuition
Weeks 3 - 4	50% of tuition	50% of tuition
Weeks 5 - 8	25% of tuition	75% of tuition
Weeks 9 - 16	No refund	100% of tuition

14 Week Course Time of Withdrawal/ Termination and Period of Obligation	Refundable Amount	Student Responsibility to Jersey College
Weeks 1 - 2	90% of tuition	10% of tuition
Weeks 3 - 4	50% of tuition	50% of tuition
Weeks 5 - 7	25% of tuition	75% of tuition
Weeks 8 - 14	No refund	100% of tuition

2. Students will be responsible to Jersey College for incurred term-based fees (enrollment, and technology and verification fees).
3. Students will be responsible to Jersey College for all equipment, supplies, books, kits, drug screenings, uniforms or other materials issued to or purchased on behalf of the student.
4. For all other fee amounts owed, refunds shall be based upon the extent to which the student has benefited.
5. A student who withdraws or is terminated after the first day of class is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.
6. Refunds, when due, will be made within forty-five (45) days of the effective date of withdrawal or termination.

Return of Title IV Funds

The federal government has established a Return of Title IV Funds (R2T4) Policy. This policy requires Jersey College to perform a Return of Title IV funds calculation for Title IV recipients withdrawing or being terminated from their program of study after entering the institution and before completing 60.1% of the payment period. This calculation determines the amount of Title IV funds that a student has earned and the amount that must be returned to the federal programs. The amount of assistance that a student has earned is determined on a pro rata basis. For example, if a student completed 30% of a payment period or period of enrollment, the student earns 30% of the assistance the student was originally scheduled to receive. Once the student has completed more than 60% of the payment period or period of enrollment, the student earns all the assistance that such student was scheduled to receive for that period.

All unearned Title IV funds will be returned to the applicable federal program within forty-five (45) days from the effective date of withdrawal or termination. Students remain liable to Jersey College for all tuition and fees earned and not paid from Title IV or other funds.

Course Repeats

Tuition, fees and instructional charges related to course repeats in a credit program are refundable as set forth under “State Policies - Alabama - Refund Policies - Withdrawal or Termination After the First Day of Class”.

Violation of Code of Alabama §16-46-1(7) and (8) (1975)

A full refund is due students whose contracted educational services are denied by Jersey College as a result of economic or academic fraud as defined in the Code of Alabama §16-46-1(7) and (8) (1975).

Refund Policies

ARIZONA

Jersey College adheres to the following policy in determining refunds of tuition and fees paid in advance or sums due to the College when a student withdraws or is terminated from the College prior to the completion of a course or a program. For purposes of the refund policies, a working day means a day other than a Saturday, Sunday, or state or federal holiday.

Cancellation of Program or Course

If tuition and fees are collected in advance of the start date of a program or course and Jersey College cancels the program or course, as applicable, 100% of the tuition and fees collected are refundable. Such refunds, when due, will be made by Jersey College within thirty (30) days of the planned start date. Where a program or course is canceled, an individual is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.

Withdrawal or Termination On or Before the First Day of Class or Within Three Days of Enrollment Agreement

Individuals accepted into a program or course at Jersey College may withdraw from the scheduled program or course in person or in writing before or on the first day of the scheduled start date for such program/course or within three (3) working days from the individual signing an enrollment agreement. Refunds of tuition paid in advance or sums due the college when a person withdraws or is terminated from Jersey College prior to or on the first day of class or within three (3) working days from the individual signing an enrollment agreement will be determined as follows:

1. All tuition paid by students will be refunded.
2. All fees paid by students will be refunded, except any obligation or other fee (equipment, supplies, books, kits, background checks, drug screenings, uniforms or other materials) which are not returnable as a result of use or not returned within three (3) days of the date of withdrawal/termination.
3. Refunds, when due, will be made without requiring a request from the individual withdrawing or being terminated.
4. Refunds, when due, will be made within thirty (30) days of the program/class start date.

A person accepted into a program or course not requesting withdrawal on or before the scheduled starting date or within three (3) working days from the individual signing an enrollment agreement will be considered a student and refunds, when due, will be calculated as set forth under “State Policies - Arizona - Refund Policies - Withdrawal or Termination After the First Day of Class”.

Students Enrolled Prior to Visiting the Institution

Students who have not visited Jersey College’s facilities prior to enrollment

will have the opportunity to withdraw without penalty within three (3) days following either attendance at orientation or a tour of the facilities and inspection of the equipment. A student who has not visited Jersey College’s facilities prior to enrollment and has not withdrawn within the three-day period will be considered a student and refunds, when due, will be calculated as set forth under “State Policies - Arizona - Refund Policies - Withdrawal or Termination After the First Day of Class”.

Refunds, when due under this section will be made within thirty (30) days of the withdrawal date. A student withdrawing under this section is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.

Withdrawal or Termination After the First Day of Class

Refunds of tuition and fees in a credit hour program paid in advance or sums due to the college when students withdraw or are terminated from Jersey College after the first day of class will be determined as follows:

1. Students will be responsible to Jersey College for tuition and tuition will be refundable as set forth in the following charts.

16 Week Course Time of Withdrawal/ Termination and Period of Obligation	Refundable Amount	Student Responsibility to Jersey College
Weeks 1 - 2	90% of tuition	10% of tuition
Weeks 3 - 4	50% of tuition	50% of tuition
Weeks 5 - 8	25% of tuition	75% of tuition
Weeks 9 - 16	No refund	100% of tuition

14 Week Course Time of Withdrawal/ Termination and Period of Obligation	Refundable Amount	Student Responsibility to Jersey College
Weeks 1 - 2	90% of tuition	10% of tuition
Weeks 3 - 4	50% of tuition	50% of tuition
Weeks 5 - 7	25% of tuition	75% of tuition
Weeks 8 - 14	No refund	100% of tuition

2. Students will be responsible to Jersey College for incurred term-based fees (enrollment, and technology and verification fees).
3. Students will be responsible to Jersey College for all equipment, supplies, books, kits, drug screenings, uniforms or other materials issued to or purchased on behalf of the student.
4. For all other fee amounts owed, refunds shall be based upon the extent to which the student has benefited.
5. A student who withdraws or is terminated after the first day of class is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.
6. Refunds, when due, will be made within thirty (30) days of the effective date of withdrawal or termination.

Return of Title IV Funds

The federal government has established a Return of Title IV Funds (R2T4) Policy. This policy requires Jersey College to perform a Return of Title IV funds calculation for Title IV recipients withdrawing or being terminated from their program of study after entering the institution and before completing 60.1% of the payment period. This calculation determines the amount of Title IV funds that a student has earned and the amount that must be returned to the federal programs. The amount of assistance that a student has earned is determined on a pro rata basis. For example, if a student completed 30% of a payment period or period of enrollment, the student earns 30% of the assistance the student was originally scheduled to receive. Once the student has completed more than 60% of the payment period or period of enrollment, the student earns all the assistance that such student was scheduled to receive for that period.

All unearned Title IV funds will be returned to the applicable federal program within forty-five (45) days from the effective date of withdrawal or termination. Students remain liable to Jersey College for all tuition and fees earned and not paid from Title IV or other funds.

Course Repeats

Tuition, fees and instructional charges related to course repeats in a credit program are refundable as set forth under "State Policies - Arizona - Refund Policies - Withdrawal or Termination After the First Day of Class".

Refund Policies

Jersey College adheres to the following policy in determining refunds of tuition and fees paid in advance or sums due to the College when a student withdraws or is terminated from the College prior to the completion of a course or a program. For purposes of the refund policies, a working day means a day other than a Saturday, Sunday, or state or federal holiday.

Cancellation of Program or Course

If tuition and fees are collected in advance of the start date of a program or course and Jersey College cancels the program or course, as applicable, 100% of the tuition and fees (including fees identified as non-refundable) collected are refundable. Such refunds, when due, will be made by Jersey College within thirty (30) days of the planned start date. Where a program or course is canceled, an individual is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.

Withdrawal or Termination On or Before the First Day of Class or Within Three Days of Enrollment Agreement

Individuals accepted into a program or course at Jersey College may withdraw from the scheduled program or course in person or in writing before or on the first day of the scheduled start date for such program/course or within three (3) working days from the individual signing an enrollment agreement. Refunds of tuition paid in advance or sums due to the college when a person withdraws or is terminated from Jersey College prior to or on the first day of class or within three (3) working days from the individual signing an enrollment agreement will be determined as follows:

1. All tuition paid by students will be refunded.
2. All fees paid by students will be refunded, except any obligation or other fee (equipment, supplies, books, kits, background checks, drug screenings, uniforms or other materials) which are not returnable as a result of use or not returned within three (3) days of the date of withdrawal/termination.
3. Refunds, when due, will be made without requiring a request from the individual withdrawing or being terminated.
4. Refunds, when due, will be made within thirty (30) days of the program/class start date.

A person accepted into a program or course not requesting withdrawal on or before the scheduled starting date or within three (3) working days from the individual signing an enrollment agreement will be considered a student and refunds, when due, will be calculated as set forth under “State Policies - Florida - Refund Policies - Withdrawal or Termination After the First Day of Class”.

FLORIDA

Students Enrolled Prior to Visiting the Institution

Students who have not visited Jersey College’s facilities prior to enrollment will have the opportunity to withdraw without penalty within three (3) days following either attendance at orientation or a tour of the facilities and inspection of the equipment. A student who has not visited Jersey College’s facilities prior to enrollment and has not withdrawn within the three-day period will be considered a student and refunds, when due, will be calculated as set forth under “State Policies - Florida - Refund Policies - Withdrawal or Termination After The First Day of Class”.

Refunds, when due under this section will be made within thirty (30) days of the withdrawal date. A student withdrawing under this section is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.

Withdrawal or Termination After the First Day of Class

Students Enrolled in a Clock Hour Program

Refunds of tuition and fees in a clock hour program paid in advance or sums due to the College when students withdraw or are terminated from Jersey College after the first day of class will be determined as follows:

1. Students will be responsible to Jersey College for tuition for each Academic Year.* Tuition for each Academic Year will be refundable on a prorated basis up through 20% of the Academic Year (measured in clock hours) in which the student withdraws or is terminated by the College. If a student withdraws after the 20% point of the Academic Year (measured in clock hours) there is no refund.
2. Students will be responsible to Jersey College for any registration fees. Such fees are non-refundable and will be deducted from any monies collected in advance.
3. For all other fee amounts owed, refunds shall be based upon the extent to which the student has benefited.
4. A student who withdraws or is terminated after the first day of class is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.
5. Refunds, when due, will be made within thirty (30) days of the effective date of withdrawal or termination.

* A full academic year is defined as 900 clock hours of instructional time. A partial academic year is defined as a period of instructional time less than 900 clock hours.

Students Enrolled in a Credit Hour Program

Refunds of tuition and fees in a credit hour program paid in advance or sums due to the College when students withdraw or are terminated from Jersey College after the first day of class will be determined as follows:

1. Individuals registered for a course at Jersey College may withdraw from the registered course prior to the end of the drop/add period for such course. The drop/add period for a course begins the day that the course starts, and ends seven (7) days later. For example, if a course starts on January 1st at 7:00 a.m., the drop/add period would end on January 8th, at 7:00 a.m.
2. Refunds of tuition and fees paid in advance or sums due to Jersey College when a person withdraws or is terminated from the College on or before the end of the drop/add period for a course will be determined as follows:
 - All tuition and fees paid by students will be refunded, less incurred term-based fees (enrollment, and technology and verification fees), and all equipment, supplies, books, kits, background checks, drug screenings, uniforms or other materials received by or purchased on behalf of a person that are not returned to Jersey College in new condition within three (3) days of the date of withdrawal/termination or that are non-returnable due to use.
 - Refunds, when due, will be made without requiring a request from the individual withdrawing or being terminated.
 - Refunds, when due, will be made within thirty (30) days of the withdrawal date.
3. Students are responsible for all tuition and fees when they withdraw or are terminated from a course after the end of the drop/add period.

Return of Title IV Funds

The federal government has established a Return of Title IV Funds (R2T4) Policy. This policy requires Jersey College to perform a Return of Title IV funds calculation for Title IV recipients withdrawing or being terminated from their program of study after entering the institution and before completing 60.1% of the payment period. This calculation determines the amount of Title IV funds that a student has earned and the amount that must be returned to the federal programs. The amount of assistance that a student has earned is determined on a pro rata basis. For example, if a student completed 30% of a payment period or period of enrollment, the student earns 30% of the assistance the student was originally scheduled to receive. Once the student has completed more than 60% of the payment period or period of enrollment, the student earns all the assistance that such student was scheduled to receive for that period.

All unearned Title IV funds will be returned to the applicable federal program within thirty (30) days from the effective date of withdrawal or termination. Students remain liable to Jersey College for all tuition and fees earned and not paid from Title IV or other funds.

Course Repeats

Tuition, fees and instructional charges related to course repeats in a clock hour program are non-refundable after the start of the course.

Tuition, fees and instructional charges related to course repeats in a credit program are refundable as set forth under "State Policies - Florida - Refund Policies - Withdrawal or Termination After the First Day of Class - Students Enrolled in a Credit Program".

Consent: The State of Indiana defines lack of consent when “the person disregarded the other person’s attempts to physically, verbally, or by other visible conduct refuse the person’s acts;...” IC 35-42-4

Stalking: The State of Indiana defines stalking as, “a knowing or an intentional course of conduct involving repeated or continuing harassment of another person that would cause a reasonable person to feel terrorized, frightened, intimidated, or threatened and that actually causes the victim to feel terrorized, frightened, intimidated, or threatened.” IC 35-45-10-1

Sexual Offenders Registry: <https://www.in.gov/idoc/sex-and-violent-offender-registry/>.

The following hotlines are available in the State of Indiana for additional help with Sexual Violations and other issues:

IN Coalition Against Domestic Violence	317-917-3685
Rape Crisis Hotline	765-643-0200
IN Coalition to End Sexual Assault	317-624-2370
IN Victim Services Division	866-891-0300
HIV/AIDS Hotline	800-243-2437
IN Addiction Hotline	800-662-HELP

Refund Policies

Jersey College adheres to the following policy in determining refunds of tuition and fees paid in advance or sums due to the College when a student withdraws or is terminated from the College prior to the completion of a course or a program. For purposes of the refund policies, a working day means a day other than a Saturday, Sunday, or state or federal holiday.

Cancellation of Program or Course

If tuition and fees are collected in advance of the start date of a program or course and Jersey College cancels the program or course, as applicable, 100% of the tuition and fees (including fees identified as non-refundable) collected are refundable. Such refunds, when due, will be made by Jersey College within thirty (30) days of the planned start date. Where a program or course is canceled, an individual is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.

Withdrawal or Termination On or Before the First Day of Class or Within Six Days of Enrollment Agreement

Individuals accepted into a program or course at Jersey College may withdraw from the scheduled program or course in person or in writing before or on the first day of the scheduled start date for such program/course or within six (6) working days from the individual signing an enrollment agreement. Refunds of tuition paid in advance or sums due the college when a person withdraws or is terminated from Jersey College prior to or on the first day of class or within six (6) working days from the individual signing an enrollment agreement will be determined as follows:

1. All tuition paid by students will be refunded.
2. All fees paid by students will be refunded, except any obligation or other fee (equipment, supplies, books, kits, background checks, drug screenings, uniforms or other materials) which are not returnable as a result of use or not returned within three (3) days of the date of withdrawal/termination.
3. Refunds, when due, will be made without requiring a request from the individual withdrawing or being terminated.
4. Refunds, when due, will be made within thirty (30) days of the program/class start date.

A person accepted into a program or course not requesting withdrawal on or before the scheduled starting date or within six (6) working days from the individual signing an enrollment agreement will be considered a student and refunds, when due, will be calculated as set forth under “State Policies - Indiana - Refund Policies - Withdrawal or Termination After the First Day of Class”.

State Policies

Students Enrolled Prior to Visiting the Institution

Students who have not visited Jersey College's facilities prior to enrollment will have the opportunity to withdraw without penalty within three (3) days following either attendance at orientation or a tour of the facilities and inspection of the equipment. A student who has not visited Jersey College's facilities prior to enrollment and has not withdrawn within the three-day period will be considered a student and refunds, when due, will be calculated as set forth under "State Policies - Indiana - Refund Policies - Withdrawal or Termination After the First Day of Class".

Refunds, when due under this section will be made within thirty (30) days of the withdrawal date. A student withdrawing under this section is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.

Withdrawal or Termination After the First Day of Class

Refunds of tuition and fees in a credit hour program paid in advance or sums due to the college when students withdraw or are terminated from Jersey College after the first day of class will be determined as follows:

1. Students will be responsible to Jersey College for tuition and tuition will be refundable as set forth in the following charts.

16 Week Course Time of Withdrawal/ Termination and Period of Obligation	Refundable Amount	Student Responsibility to Jersey College
Weeks 1 - 2	90% of tuition	10% of tuition
Weeks 3 - 4	50% of tuition	50% of tuition
Weeks 5 - 8	25% of tuition	75% of tuition
Weeks 9 - 16	No refund	100% of tuition

14 Week Course Time of Withdrawal/ Termination and Period of Obligation	Refundable Amount	Student Responsibility to Jersey College
Weeks 1 - 2	90% of tuition	10% of tuition
Weeks 3 - 4	50% of tuition	50% of tuition
Weeks 5 - 7	25% of tuition	75% of tuition
Weeks 8 - 14	No refund	100% of tuition

2. Students will be responsible to Jersey College for incurred term-based fees (enrollment, and technology and verification fees).
3. Students will be responsible to Jersey College for all equipment, supplies, books, kits, drug screenings, uniforms or other materials issued to or purchased on behalf of the student.
4. For all other fee amounts owed, refunds shall be based upon the extent to which the student has benefited.
5. A student who withdraws or is terminated after the first day of class is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.
6. Refunds, when due, will be made within thirty (30) days of the effective date of withdrawal or termination.

Special Refunds

A student is entitled to a full refund of tuition if one (1) or more of the following criteria are met:

- The student does not meet Jersey College's minimum admission requirements.
- The student's enrollment was procured as a result of a misrepresentation in the written materials utilized by Jersey College.

Refunds, when due, under this section will be made within thirty (30) days of the effective date of withdrawal or termination.

Return of Title IV Funds

The federal government has established a Return of Title IV Funds (R2T4) Policy. This policy requires Jersey College to perform a Return of Title IV funds calculation for Title IV recipients withdrawing or being terminated from their program of study after entering the institution and before completing 60.1% of the payment period. This calculation determines the amount of Title IV funds that a student has earned and the amount that must be returned to the federal programs. The amount of assistance that a student has earned is determined on a pro rata basis. For example, if a student completed 30% of a payment period or period of enrollment, the student earns 30% of the assistance the student was originally scheduled to receive. Once the student has completed more than 60% of the payment period or period of enrollment, the student earns all the assistance that such student was scheduled to receive for that period.

All unearned Title IV funds will be returned to the applicable federal program within forty-five (45) days from the effective date of withdrawal or termination. Students remain liable to Jersey College for all tuition and fees earned and not paid from Title IV or other funds.

Course Repeats

Tuition, fees and instructional charges related to course repeats in a credit program are refundable as set forth under "State Policies - Indiana - Refund Policies - Withdrawal or Termination After the First Day of Class".

Refund Policies

NEW JERSEY

Jersey College adheres to the following policy in determining refunds of tuition and fees paid in advance or sums due to the College when a student withdraws or is terminated from the College prior to the completion of a course or a program. For purposes of the refund policies, a working day means a day other than a Saturday, Sunday, or state or federal holiday.

Cancellation of Program or Course

If tuition and fees are collected in advance of the start date of a program or course and Jersey College cancels the program or course, as applicable, 100% of the tuition and fees (including fees identified as non-refundable) collected are refundable. Such refunds, when due, will be made by Jersey College within forty-five (45) days of the planned start date. Where a program or course is canceled, an individual is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.

Withdrawal or Termination On or Before the First Day of Class or Within Three Days of Enrollment Agreement

Individuals accepted into a program or course at Jersey College may withdraw from the scheduled program or course in person or in writing before or on the first day of the scheduled start date for such program/course or within three (3) working days from the individual signing an enrollment agreement. Refunds of tuition paid in advance or sums due the college when a person withdraws or is terminated from Jersey College prior to or on the first day of class or within three (3) working days from the individual signing an enrollment agreement will be determined as follows:

1. All tuition paid by students will be refunded.
2. All fees paid by students will be refunded, except any obligation or other fee (equipment, supplies, books, kits, background checks, drug screenings, uniforms or other materials) which are not returnable as a result of use or not returned within three (3) days of the date of withdrawal/termination.
3. Refunds, when due, will be made without requiring a request from the individual withdrawing or being terminated.
4. Refunds, when due, will be made within forty-five (45) days of the program/class start date.

A person accepted into a program or course not requesting withdrawal on or before the scheduled starting date or within three (3) working days from the individual signing an enrollment agreement will be considered a student and refunds, when due, will be calculated as set forth under “State Policies - New Jersey - Refund Policies - Withdrawal or Termination After the First Day of Class”.

Students Enrolled Prior to Visiting the Institution

Students who have not visited Jersey College’s facilities prior to enrollment will have the opportunity to withdraw without penalty within three (3) days following either attendance at orientation or a tour of the facilities and inspection of the equipment. A student who has not visited Jersey College’s facilities prior to enrollment and has not withdrawn within the three-day period will be considered a student and refunds, when due, will be calculated as set forth under “State Policies - New Jersey - Refund Policies - Withdrawal or Termination After the First Day of Class”.

Refunds, when due under this section will be made within forty-five (45) days of the withdrawal date. A student withdrawing under this section is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.

Withdrawal or Termination After the First Day of Class

Students Enrolled in a Clock Hour Program

Refunds of tuition and fees in a clock hour program paid in advance or sums due to the College when students withdraw or are terminated from Jersey College after the first day of class will be determined as follows:

1. Students will be responsible to Jersey College for tuition for each Academic Year.* Tuition will be refundable as set forth in the following chart.

Time of Withdrawal / Termination **	Refundable Amount	Student Responsibility to Jersey College
Program start through completion of 10% of the Academic Year	90% of tuition	10% of tuition
After completion of more than 10% of the Academic Year and until the end of completion of 25% of the Academic Year	55% of tuition	45% of tuition
After completion of 25% of the Academic Year and until the end of completion of 50% of the Academic Year	30% of tuition	70% of tuition
After completion of 50% of the Academic Year	No refund	100% of tuition

* A full academic year is defined as 900 clock hours of instructional time. A partial academic year is defined as a period of instructional time less than 900 clock hours.

** The percentage of an Academic Year completed is determined by dividing the total number of scheduled clock hours as of the date of withdrawal/termination by the total scheduled clock hours in the Academic Year.

- Students will be responsible to Jersey College for any registration fees. Such fees are non-refundable and will be deducted from any monies collected in advance.
- Students will be responsible to Jersey College for all equipment, supplies, books, kits, background checks, drug screenings, uniforms or other materials issued to or purchased on behalf of the student.
- For all other fee amounts owed, refunds shall be based upon the extent to which the student has benefited.
- A student who withdraws or is terminated after the first day of class is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.
- Refunds, when due, will be made within forty-five (45) days of the effective date of withdrawal or termination.

Students Enrolled in a Credit Hour Program

Refunds of tuition and fees in a credit hour program paid in advance or sums due to the college when students withdraw or are terminated from Jersey College after the first day of class will be determined as follows:

- Students will be responsible to Jersey College for tuition and tuition will be refundable as set forth in the following chart.

Time of Withdrawal/ Termination and Period of Obligation	Refundable Amount	Student Responsibility to Jersey College
Weeks 1 - 2	90% of tuition	10% of tuition
Week 3	50% of tuition	50% of tuition
Weeks 4 - 6	25% of tuition	75% of tuition
Weeks 7 - 12	No refund	100% of tuition

- Students will be responsible to Jersey College for incurred term-based fees (enrollment, and technology and verification fees).
- Students will be responsible to Jersey College for all equipment, supplies, books, kits, drug screenings, uniforms or other materials issued to or purchased on behalf of the student.
- For all other fee amounts owed, refunds shall be based upon the extent to which the student has benefited.
- A student who withdraws or is terminated after the first day of class is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.
- Refunds, when due, will be made within forty-five (45) days of the effective date of withdrawal or termination.

Return of Title IV Funds

The federal government has established a Return of Title IV Funds (R2T4) Policy. This policy requires Jersey College to perform a Return of Title IV funds calculation for Title IV recipients withdrawing or being terminated from their program of study after entering the institution and before completing 60.1% of the payment period. This calculation determines the amount of Title IV funds that a student has earned and the amount that must be returned to the federal programs. The amount of assistance that a student has earned is determined on a pro rata basis. For example, if a student completed 30% of a payment period or period of enrollment, the student earns 30% of the assistance the student was originally scheduled to receive. Once the student has completed more than 60% of the payment period or period of enrollment, the student earns all the assistance that such student was scheduled to receive for that period.

All unearned Title IV funds will be returned to the applicable federal program within forty-five (45) days from the effective date of withdrawal or termination. Students remain liable to Jersey College for all tuition and fees earned and not paid from Title IV or other funds.

Course Repeats

Tuition, fees and instructional charges related to course repeats in a clock hour program are non-refundable after the start of the course.

Tuition, fees and instructional charges related to course repeats in a credit program are refundable as set forth under "State Policies - New Jersey - Refund Policies - Withdrawal or Termination After the First Day of Class - Students Enrolled in a Credit Program".

Refund Policies

PENNSYLVANIA

Jersey College adheres to the following policy in determining refunds of tuition and fees paid in advance or sums due to the College when a student withdraws or is terminated from the College prior to the completion of a course or a program. For purposes of the refund policies, a working day means a day other than a Saturday, Sunday, or state or federal holiday.

Cancellation of Program or Course

If tuition and fees are collected in advance of the start date of a program or course and Jersey College cancels the program or course, as applicable, 100% of the tuition and fees (including fees identified as non-refundable) collected are refundable. Such refunds, when due, will be made by Jersey College within forty-five (45) days of the planned start date. Where a program or course is canceled, an individual is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.

Withdrawal or Termination On or Before the First Day of Class or Within Three Days of Enrollment Agreement

Individuals accepted into a program or course at Jersey College may withdraw from the scheduled program or course in person or in writing before or on the first day of the scheduled start date for such program/course or within three (3) working days from the individual signing an enrollment agreement. Refunds of tuition paid in advance or sums due the college when a person withdraws or is terminated from Jersey College prior to or on the first day of class or within three (3) working days from the individual signing an enrollment agreement will be determined as follows:

1. All tuition paid by students will be refunded.
2. All fees paid by students will be refunded, except any obligation or other fee (equipment, supplies, books, kits, background checks, drug screenings, uniforms or other materials) which are not returnable as a result of use or not returned within three (3) days of the date of withdrawal/termination.
3. Refunds, when due, will be made without requiring a request from the individual withdrawing or being terminated.
4. Refunds, when due, will be made within forty-five (45) days of the program/class start date.

A person accepted into a program or course not requesting withdrawal on or before the scheduled starting date or within three (3) working days from the individual signing an enrollment agreement will be considered a student and refunds, when due, will be calculated as set forth under “State Policies - Pennsylvania - Refund Policies - Withdrawal or Termination After the First Day of Class”.

Students Enrolled Prior to Visiting the Institution

Students who have not visited Jersey College’s facilities prior to enrollment will have the opportunity to withdraw without penalty within three (3) days following either attendance at orientation or a tour of the facilities and inspection of the equipment. A student who has not visited Jersey College’s facilities prior to enrollment and has not withdrawn within the three-day period will be considered a student and refunds, when due, will be calculated as set forth under “State Policies - Pennsylvania - Refund Policies - Withdrawal or Termination After the First Day of Class”.

Refunds, when due under this section will be made within forty-five (45) days of the withdrawal date. A student withdrawing under this section is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.

Withdrawal or Termination After the First Day of Class

Refunds of tuition and fees in a credit hour program paid in advance or sums due to the college when students withdraw or are terminated from Jersey College after the first day of class will be determined as follows:

1. Students will be responsible to Jersey College for tuition and tuition will be refundable as set forth in the following charts.

16 Week Course Time of Withdrawal/ Termination and Period of Obligation	Refundable Amount	Student Responsibility to Jersey College
Weeks 1 - 2	90% of tuition	10% of tuition
Weeks 3 - 4	50% of tuition	50% of tuition
Weeks 5 - 8	25% of tuition	75% of tuition
Weeks 9 - 16	No refund	100% of tuition

14 Week Course Time of Withdrawal/ Termination and Period of Obligation	Refundable Amount	Student Responsibility to Jersey College
Weeks 1 - 2	90% of tuition	10% of tuition
Weeks 3 - 4	50% of tuition	50% of tuition
Weeks 5 - 7	25% of tuition	75% of tuition
Weeks 8 - 14	No refund	100% of tuition

2. Students will be responsible to Jersey College for incurred term-based fees (enrollment, and technology and verification fees).
3. Students will be responsible to Jersey College for all equipment, supplies, books, kits, drug screenings, uniforms or other materials issued to or purchased on behalf of the student.
4. For all other fee amounts owed, refunds shall be based upon the extent to which the student has benefited.
5. A student who withdraws or is terminated after the first day of class is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.
6. Refunds, when due, will be made within forty-five (45) days of the effective date of withdrawal or termination.

Return of Title IV Funds

The federal government has established a Return of Title IV Funds (R2T4) Policy. This policy requires Jersey College to perform a Return of Title IV funds calculation for Title IV recipients withdrawing or being terminated from their program of study after entering the institution and before completing 60.1% of the payment period. This calculation determines the amount of Title IV funds that a student has earned and the amount that must be returned to the federal programs. The amount of assistance that a student has earned is determined on a pro rata basis. For example, if a student completed 30% of a payment period or period of enrollment, the student earns 30% of the assistance the student was originally scheduled to receive. Once the student has completed more than 60% of the payment period or period of enrollment, the student earns all the assistance that such student was scheduled to receive for that period.

All unearned Title IV funds will be returned to the applicable federal program within forty-five (45) days from the effective date of withdrawal or termination. Students remain liable to Jersey College for all tuition and fees earned and not paid from Title IV or other funds.

Course Repeats

Tuition, fees and instructional charges related to course repeats in a credit program are refundable as set forth under “State Policies - Pennsylvania - Refund Policies - Withdrawal or Termination After the First Day of Class”.

- By force or coercion;
- When the person knew or had reason to know that the other person did not consent;
- When the person had reason to know that the other person was mentally defective incapacitated, or physically helpless; or
- When the act was perpetrated under conditions of fraud.

Sexual battery refers to having sexual contact or touching a person in a sexual way without consent and under the same conditions that are specified in the definition of rape.

Persons under the age of 18 cannot legally consent to sexual conduct. Statutory rape, then, refers to engaging in sex with a person under the age of 18 at the time, and when the offender was at least four years older than the victim.

Consent: Tennessee does not define the term consent.

Stalking: In Tennessee, stalking is defined as “a willful course of conduct involving repeated or continuing harassment of another individual that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested, and that actually causes the victim to feel terrorized, frightened, intimidated, threatened, harassed, or molested.” Tennessee Code § 39-17-315

Sexual Offenders Registry: <https://sor.tbi.tn.gov/home>.

The following hotlines are available in the State of Tennessee for additional help with Sexual Violations and other issues:

HIV/STD Hotline:	800-525-2437
Health Access Hotline:	800-659-3010
Rape Crisis & Support Hotline:	216-619-6192
Tennessee Domestic Violence Hotline:	800-356-6767
TennCare Mental/Substance Abuse Resource:	800-758-1638
Tennessee Redline (Drugs/Alcohol)	800-889-9789
Women, Infants, and Children (WIC) Hotline:	800-342-5942

Refund Policies

Jersey College adheres to the following policy in determining refunds of tuition and fees paid in advance or sums due to the College when a student withdraws or is terminated from the College prior to the completion of a course or a program. For purposes of the refund policies, a working day means a day other than a Saturday, Sunday, or state or federal holiday.

Cancellation of Program or Course

If tuition and fees are collected in advance of the start date of a program or course and Jersey College cancels the program or course, as applicable, 100% of the tuition and fees (including fees identified as non-refundable) collected are refundable. Such refunds, when due, will be made by Jersey College within forty-five (45) days of the planned start date. Where a program or course is canceled, an individual is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.

Withdrawal or Termination On or Before the First Day of Class or Within Three Days of Enrollment Agreement

Individuals accepted into a program or course at Jersey College may withdraw from the scheduled program or course in person or in writing before or on the first day of the scheduled start date for such program/course or within three (3) working days from the individual signing an enrollment agreement. Refunds of tuition paid in advance or sums due the college when a person withdraws or is terminated from Jersey College prior to or on the first day of class or within three (3) working days from the individual signing an enrollment agreement will be determined as follows:

1. All tuition paid by students will be refunded.
2. All fees paid by students will be refunded, except any obligation or other fee (equipment, supplies, books, kits, background checks, drug screenings, uniforms or other materials) which are not returnable as a result of use or not returned within three (3) days of the date of withdrawal/termination.
3. Refunds, when due, will be made without requiring a request from the individual withdrawing or being terminated.
4. Refunds, when due, will be made within forty-five (45) days of the program/class start date.

A person accepted into a program or course not requesting withdrawal on or before the scheduled starting date or within three (3) working days from the individual signing an enrollment agreement will be considered a student and refunds, when due, will be calculated as set forth under “State Policies - Tennessee - Refund Policies - Withdrawal or Termination After the First Day of Class”.

State Policies

Students Enrolled Prior to Visiting the Institution

Students who have not visited Jersey College's facilities prior to enrollment will have the opportunity to withdraw without penalty within three (3) days following either attendance at orientation or a tour of the facilities and inspection of the equipment. A student who has not visited Jersey College's facilities prior to enrollment and has not withdrawn within the three-day period will be considered a student and refunds, when due, will be calculated as set forth under "State Policies - Tennessee - Refund Policies - Withdrawal or Termination After the First Day of Class".

Refunds, when due under this section will be made within forty-five (45) days of the withdrawal date. A student withdrawing under this section is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.

Withdrawal or Termination After the First Day of Class

Refunds of tuition and fees in a credit hour program paid in advance or sums due to the college when students withdraw or are terminated from Jersey College after the first day of class will be determined as follows:

1. Students will be responsible to Jersey College for tuition and tuition will be refundable as set forth in the following charts.

16 Week Course Time of Withdrawal/ Termination and Period of Obligation	Refundable Amount	Student Responsibility to Jersey College
Weeks 1 - 2	90% of tuition	10% of tuition
Weeks 3 - 4	50% of tuition	50% of tuition
Weeks 5 - 8	25% of tuition	75% of tuition
Weeks 9 - 16	No refund	100% of tuition

14 Week Course Time of Withdrawal/ Termination and Period of Obligation	Refundable Amount	Student Responsibility to Jersey College
Weeks 1 - 2	90% of tuition	10% of tuition
Weeks 3 - 4	50% of tuition	50% of tuition
Weeks 5 - 7	25% of tuition	75% of tuition
Weeks 8 - 14	No refund	100% of tuition

2. Students will be responsible to Jersey College for incurred term-based fees (enrollment, and technology and verification fees).
3. Students will be responsible to Jersey College for all equipment, supplies, books, kits, drug screenings, uniforms or other materials issued to or purchased on behalf of the student.
4. For all other fee amounts owed, refunds shall be based upon the extent to which the student has benefited.
5. A student who withdraws or is terminated after the first day of class is not required to make a request for a refund. In such a case, refunds will be made automatically by Jersey College.
6. Refunds, when due, will be made within forty-five (45) days of the effective date of withdrawal or termination.

Return of Title IV Funds

The federal government has established a Return of Title IV Funds (R2T4) Policy. This policy requires Jersey College to perform a Return of Title IV funds calculation for Title IV recipients withdrawing or being terminated from their program of study after entering the institution and before completing 60.1% of the payment period. This calculation determines the amount of Title IV funds that a student has earned and the amount that must be returned to the federal programs. The amount of assistance that a student has earned is determined on a pro rata basis. For example, if a student completed 30% of a payment period or period of enrollment, the student earns 30% of the assistance the student was originally scheduled to receive. Once the student has completed more than 60% of the payment period or period of enrollment, the student earns all the assistance that such student was scheduled to receive for that period.

All unearned Title IV funds will be returned to the applicable federal program within forty-five (45) days from the effective date of withdrawal or termination. Students remain liable to Jersey College for all tuition and fees earned and not paid from Title IV or other funds.

Course Repeats

Tuition, fees and instructional charges related to course repeats in a credit program are refundable as set forth under "State Policies - Tennessee - Refund Policies - Withdrawal or Termination After the First Day of Class".