



# NEW YORK MEDICAL COLLEGE

A M E M B E R O F T O U R O U N I V E R S I T Y

## School of Medicine

### **POLICY ON THE AMOUNT OF TUITION PAYMENT DUE FOR STUDENTS WHO WITHDRAWN OR TAKE LEAVE**

*Issue Date:* February 22, 2024  
*Supersedes:* *Amount of Tuition Payment Due for Students Who Withdraw or Take Leave* dated July 1, 2014  
*Last Review:* February 22, 2024

#### **I. PURPOSE**

The purpose of this policy is to provide a framework for the refund of tuition to students who withdraw from classes or find it necessary to take a leave of absence from during their MD Program studies at the New York Medical College School of Medicine (“NYMC-SOM”).

#### **II. POLICY**

If a student terminates his or her medical college registration by official leave of absence or withdrawal from classes, tuition will be charged for that tuition installment period according to the date written notice of such intended action is received in the Office of Student Affairs.

#### **III. SCOPE**

All NYMC-SOM Medical Students

#### **IV. PROCEDURES**

The amount of tuition paid is based on the date written notice of intended withdraw of classes is received in the Office of Student Affairs. The below tuition schedule begins with the first full week of classes in the installment period and pertains to each subsequent week or fraction of a week.

<b>Week</b>	<b>Percentage of Full Tuition Charged for</b>
1	0%
2	15%
3	30%
4	45%
5	60%
6	75%
7	90%

8	100%
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For purposes of this schedule, the first installment period begins with the start of the academic year and the second installment period begins on the day the second installment of tuition is due. Fees are not refundable. Students who receive federal student aid are subject to both the general New York Medical College refund policy and a separate Federal Title IV Funds Refund Policy.

**V. EFFECTIVE DATE**

This policy is effective immediately.

**VI. POLICY MANAGEMENT**

Executive Stakeholder: Dean of the School of Medicine  
Oversight Office: Office of Student Affairs