

Institutional Refund Policy

The registration office has been designated as the official office for withdrawal notification. Refunds are calculated based on the day a student officially drops a class by contacting the registration office in person, by mail, e-mail, or phone. If NCCC exercises its right to cancel a class, a full refund will be issued.

If a student has completed registration in a class and wishes to withdraw from a class or classes in which he/she is enrolled, the student will receive the following refund:

100% refund if the completed drop form is received by the registration office within 1% to 13% of the business days in the class period. No refund will be given after the refund period. A specific date for the end of the 100% refund period for each semester will be published in the academic calendar for that semester.

Revised: 04/13/00, 1/15/04, 11/08/12