University Refund Policy — Complete and Partial Withdrawals

A student who believes their situation requires an exception to the refund policy must submit a Petition for Exception to Tuition Refund Policy for Dropping Courses for consideration by the Tuition Refund Board of Appeals. Students are eligible for refunds as defined in the Comprehensive Fee Schedule.

To be considered for a tuition refund, students must drop their class(es) in one of two ways based on whether the deadline has passed:
1. Prior to the last day to withdraw, the student can drop their courses in the myWSU portal.
2. After the deadline to withdraw, the student will need to contact their academi c advisor.

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Not having proper documentation and/or not withdrawing from classes could result in delaying the
petition process.