

## NO SHOW POLICY

If a student is absent from all of their scheduled classes within the first two weeks of the fall/spring semester or the first week of the summer session shall be considered a “no show” and be dropped from all of their courses. When this happens there will be 100% tuition and fees refund issued.

Students may return books up to 30 days from the start of classes if the books have not been written in or if the books are still enclosed in the shrink-wrap in which they were shipped. Books will be refunded if returned by the 30 days, but students will be charged 10% restocking fee and must pay for shipping to return books.