



# IMPORTANT SPRING 2018 DATES AND DEADLINES

## 1. TUITION AND FEE PAYMENT DEADLINE

**Friday, January 12, 2018**

Full payment of tuition and fees is due by payment deadline. Any unpaid balance after 5 PM, will incur a **4% service charge**. Students who are offered financial aid awards, certified as Post 9/11 GI Bill recipients, Vocational Rehabilitation Veterans, or have established sponsorship by the payment deadline, are exempt from service charges.

Please note, enrollment will not be cancelled for non-payment. It is the student's responsibility to drop classes, if they do not plan to attend. Failure to do so will result in charges incurred on the student's account.

## 2. REFUND DEADLINES FOR DROPPING FULL TERM COURSE(S)

**Last day for 100% credit** of tuition and fees:  
**Monday, January 22, 2018**

**Last day for 50% credit** of tuition & 100% credit of fees:  
**Thursday, February 1, 2018**

If you drop a course and then register for another equivalent course during the 50% drop refund period, and the transaction does not result in a net reduction in credit hours, no penalty will be assessed. **NO tuition and fee credit will be available after Thursday, February 1, 2018.**

### **REFUND POLICY FOR PART-OF-TERM CLASSES**

The drop dates are different for part-of-term classes. Specific refund dates for part-of-term classes can be found on your Student Detail Schedule in your Student Hub.

## 3. BALANCE DUE HOLD

**Monday, February 12, 2018**

Accounts not paid in full by February 12, 2018, are considered past due. A Balance Due Hold will be placed on those accounts with balances greater than \$200.00. In addition, the hold will prevent registration, as well as transcripts, grades and/or diploma release.

## 4. MONTHLY SERVICE CHARGES

Service charges will be assessed on the 7<sup>th</sup> business day of every month, on the following dates:

**02/09/2018**

**03/09/2018**

**04/10/2018**

**05/09/2018**

A **1.5% service charge** will be assessed monthly to any remaining balance, until paid in full. Accounts with past due balances at the conclusion of a semester are considered delinquent. Delinquent accounts will be turned over to a collection agency in accordance with Colorado law, and collection fees of up to 40% will be added to an account balance. The collection agency may report delinquent accounts to the national credit bureau.

## 5. WITHDRAWAL DEADLINE

**Last day to withdraw for full term courses ONLY:  
Friday, March 30, 2018**

If you withdraw and add courses, you will be charged full tuition and fees for the course(s) withdrawn from and full tuition and fees for the course(s) added. Specific withdraw deadlines for part-of-term classes can be found on your Student Detail Schedule in your Student Hub.

For more information, please visit [www.msudenver.edu/bursar/bursar](http://www.msudenver.edu/bursar/bursar)