



Ohio Institute of Allied Health

School of Integrative Health Care

Withdrawal/Refund Form	Name: _____	Date: _____
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Withdrawing From: Course _____ Program <u>STNA</u> Possible Re-Enroll: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Student Has Failed: Course _____ Program _____ Possible Re-Enroll: <input type="checkbox"/> Yes <input type="checkbox"/> No

Tuition/Fees Refund							
Course Number	Program/ Course/Workshop Title	Start Date	Total <input type="checkbox"/> Credit <input checked="" type="checkbox"/> Contact Hours	<input type="checkbox"/> Weeks <input checked="" type="checkbox"/> Hours Attended	Percentage of Tuition earned by OIAH*	Tuition/Fees Paid	Refund Due
NAT 100	STNA	09/21/15	75	0	0	\$539.99	\$539.99
Subtotal Tuition Refund							\$539.99

Books and Materials Refund					
Course Number	Books, Supplies and Materials Purchased	Condition Checked?	Price		Refund Due
			\$37.15		\$37.15

AMOUNT OF TUITION PAID	395.00
<u>0</u> % of tuition earned by institution as per State of Ohio Refund/Withdraw Policy	0
AMOUNT DUE STUDENT	395.00
AMOUNT APPLIED TO CLASS: <u>0.00</u>	0.00
BALANCE DUE STUDENT:	395.00

Total Refund Due To Student	\$577.14
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Class Start Date: 09/21/15 Last Date of Attendance: N/A % Class Completed: 0

Balance Owed To OIAH				
Course Taken/Dates	Tuition Still Owed	Grade Given	Books Still Owed	Balance Due
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
Total Owed To OIAH				\$

Please Note: The maximum time to complete your program is set forth on the student contract you signed upon acceptance. Students will be permitted to complete academic requirements in future classes; this in no way reflects on the financial contract between OIAH and the student. Student is still responsible for contacting OIAH to obtain class schedules. To know more about the refunds, please refer to the OIAH Uniform Tuition Refund Policy on the reverse of this form and OIAH Enrollment Agreement you signed upon initial acceptance.

Student Signature: _____ Date: _____

OIAH Registrar Signature: _____ Date: _____

OIAH has a fair and equitable refund policy for the refund of tuition, fees and other Institutional charges, in the event the Institution cancels a class or if a student does not enter or does not complete a period of enrollment for which the student has been charged. The Institution's refund policy is published in both the catalog and on the enrollment agreements and is uniformly administered. The policy is as follows:

Refunds, when due, must be made without requiring a request from the student.

An enrollment agreement or application may be cancelled within five (5) calendar days after the date of signing provided the school is notified of the cancellation in writing. The school shall promptly refund in full all tuition and fees paid pursuant to the enrollment agreement. Such refund shall be made no later than thirty (30) days after cancellation.

The state refund policy or a straight pro rata refund policy at the discretion of the school must be uniformly applied to all students, unless the use of federal or state financial aid funds mandates the use of the refund policy prescribed by another governmental entity.

Retention of tuition and fees collected in advance for a student who does not commence class shall not exceed \$100.00.

Refunds shall be made within thirty (30) days after the school has determined that a student has withdrawn unless another refund period is mandated by the use of state or federal financial aid funds.

Refunds for Students Enrolled Prior to Visiting the Institution: Students who have not visited the school facility prior to enrollment will have the opportunity to withdraw without penalty within three days following either attendance at a regularly scheduled orientation or following a tour of the facilities and inspection of the equipment.

OIAH refund policy for programs organized on a clock hour basis

- a. Up to 300 clock hours per term, quarter, or semester
 - A student who starts class and officially withdraws before the period is ten percent (10%) completed will be obligated for ten percent (10%) of the tuition plus the registration fee.
 - A student who starts class and officially withdraws before the period is twenty five percent (25%) completed will be obligated for fifty percent (50%) of the tuition plus the registration fee.
 - A student who starts class and officially withdraws before the period is fifty percent (50%) completed will be obligated for seventy-five (75%) percent of the tuition plus the registration fee.
 - A student who starts class and officially withdraws after the period is fifty percent (50%) completed will not be entitled to a refund of the tuition nor the registration fee.

OIAH refund policy for programs organized on a credit hour basis.

- A student who starts class and officially withdraws during the first 10% of the period of financial obligation the institution shall refund at least 90% of the tuition.
- A student who withdraws after the first 10% of the period of financial obligation and until the end of the first 25% of the period of obligation, the institution shall refund at least 50% of the tuition.
- A student who withdraws after the first 25% of the period of financial obligation and until the end of the first 50% of the period of obligation, the institution shall refund at least 25% of the tuition.
- A student who withdraws after the first 50% of the period of financial obligation, the institution may retain all of the tuition.

OIAH Refund Policy for Programs Obligorating Students for Periods Beyond Twelve Months

At OIAH for any programs longer than 12 months that financially obligate the student for any period of time beyond 12 months OIAH shall release the student of the obligation to pay beyond the 12 months if the student withdraws during the first 12 months. The calculation of the refund for the unused portion of the first 12 months shall be based on section (b)(1) Non-Public Institutions above. If the student withdraws during any subsequent period following the first 12 months, the student's refund for the unused portion of the tuition applicable to the period of withdrawal shall be based on section (b)(1) Non-Public Institutions above. Deviations from the requirements of this policy as stated above are permitted if (1) mandated by a non-public institution's licensing agency or a public institution's governing board and (2) accepted by the Commission.

OIAH Education Programs Note

For clarification purposes, the refund schedule applies to direct tuition only and is based upon current quarter the student is enrolled for. The refund policy does not apply to associated uniform cost, shoes, books, identification, background research, program laboratory fees or required ATI testing (unless uniforms, shoes, and/or books have not been delivered or are in resalable condition, pursuant to State Rule 3332 -1-10.1). There is no refund for lack of successful completion of a course or nursing program.