


7.23


*The following elements are present and indicative of a fair and equitable refund policy:
Retention of tuition and fees collected in advance for a student who does not commence class
does not exceed \$100.*

Exhibit 7.23.1 — Refund Policy

 SOUTHWEST TECH SOUTHWEST TECHNICAL COLLEGE	Student Services <u>Refund Policy</u> Revision Approval: May 7, 2025 Effective Date: May 8, 2025
<p>1. Refunds when the Student Begins a Course and Subsequently Withdraws</p> <p>A full reimbursement of tuition and fees is applicable within the initial five business days of the first day of the course, with no refunds offered beyond that period.</p> <p>2. Refunds for Students Who Withdraw on or Before the First day of a Course</p> <p>If tuition and fees are collected in advance of the start date of courses and the student does not begin courses or withdraws on the first day of courses, not more than \$100 of the tuition and fees will be retained by the institution. Refunds will be made within 30 days of class start date.</p>	

Source: [Refund Policy](#)

Exhibit 7.23.2 — Student Refund Sample (No Retained Funds)



Tuesday, March 11, 2025
Student Reimbursement Form

Approval Status Approved

Date Tuesday, March 11, 2025

Student Name [REDACTED]

Student ID# [REDACTED]

Payee Name and Address [REDACTED]

Reason for Refund
 Student paid OOP for tuition for his first course but it was covered by a tuition waiver and then the rest of his program was paid for by DWS.

Student or Sponsor Refund Student

Requested by Paul Thornley Financial Aid Counselor

Email pthornley@stech.edu

Course/Program Welding Essentials

Refund Amount 190

Date of Signature Tuesday, March 11, 2025

Receipt **RTNL140054**

Return To: [REDACTED]

Date: 3/19/2025 10:02 AM
Cashier: Kristi H
Customer: [REDACTED]

Account	Description	Qty	Adj.	Amount Due	Payment	Balance
1251	Return from Campus Cash	1.00	\$0.00		\$190.00	(\$190.00)
					Refund Amount:	\$190.00
					Total:	\$190.00

Southwest Technical College
 [REDACTED]

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
3/11/2025	Bill		190.00	190.00		190.00
					Check Amount	190.00

3/19/2025

039321

Source: [Student Refund Samples](#). All student files will be available on-site for review to reach a minimum of 25.