

7.22

The following elements are present and indicative of a fair and equitable refund policy: Refunds, when due, are made within 45 days (1) of the last day of attendance if written notification has been provided to the institution by the student, or (2) from the date the institution terminates the student or determines withdrawal by the student.

Exhibit 7.22.1 — Refund Policy (p. 2)**Student Services**Refund Policy

Revision Approval: May 7, 2025

Effective Date: May 8, 2025


1. Refunds when the Student Begins a Course and Subsequently Withdraws

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.

Balances \$10.00 and under will be held as a credit on account for future use for one year from the date of withdrawal. Students are encouraged to use the credit prior to expiration. Funds remaining after one year of no contact with the student will be remitted to the State of Utah Unclaimed Property Division unless otherwise requested by the student. Refunds will be made within 30 days (1 – official withdrawals) of last date academic engagement or of the last date of attendance in programs that take attendance, or (2 – unofficial withdrawals) from the date the institution dismisses the student or determines withdrawal by the student.

Source: [Refund Policy](#)

Exhibit 7.22.2 — Student Refund Sample Made within 30 Days



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 **039321**

Date	Type	Reference	Original Amt.	Balance Due	3/19/2025	
3/11/2025	Bill		190.00	190.00	Discount	Payment
					Check Amount	190.00

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