


7.24 Worksheet 1.A

*The institution complies with the refund policies adopted by the Commission unless a non-public institution's licensing agency or a public institution's governing board mandates the use of a different policy. Refunds for Classes Canceled by the Institution: **If tuition and fees are collected in advance of the start date of a program and the institution cancels the class, the institution refunds 100% of the tuition and fees collected.***

Note: Student files will be available on-site for review

Exhibit 7.24.1.A.1 — Student Refund Sample (100% Refund)

 **SOUTHWEST TECH** 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	Discount	Payment
3/11/2025	Bill		190.00	190.00		190.00
					Check Amount	190.00

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