



**Withdrawal and Refund Policy**

Withdrawing from AUC student housing (after submitting the down-payment and receiving an official housing assignment) carries a financial penalty as per the below criteria

- Students wishing to cancel or withdraw from AUC Student Housing must submit their requests in writing. These requests must be made to the Office of Residential Life at [reslife@aucegypt.edu](mailto:reslife@aucegypt.edu). Only the date of the received request will be honored.
- Students withdrawing from the university will be subject to the withdrawal and refund policy set by the Office of Student Financial Affairs after presenting the official withdrawal form to the Office of Residential Life and will be prorated for the period of their stay if applicable.
- All refunds are issued after the drop and add period (first week of classes) each academic term.

Please read below for the amounts that would be forfeited and the corresponding date if a withdrawal request is received:

<b>Summer 2018</b>	
<b>Period</b>	<b>Refund Policy</b>
May 15 – June 5, 2018	Forfeit the Housing Down-Payment
June 6 –10, 2018	Forfeit 25% of the Residence Fees
June 11 – July 27, 2018	Forfeit Full Residence Fees

<b>Fall 2018</b>	
<b>Period</b>	<b>Refund Policy</b>
May 13 - September 1, 2018	Forfeit the Housing Down-Payment
September 2 - 22, 2018	Forfeit 25% of the Residence Fees
September 23 - December 24, 2018	Forfeit Full Residence Fees