

Student Account Policy

In order to help clarify mutual expectations between the College and its students, the following student account guidelines are provided:

- Provision for the payment of a student account balance must be arranged prior to the start of classes each semester.
- Semester grade reports, transcripts of grades and diplomas will be withheld until all outstanding financial obligations to the College have been satisfied.
- Any student on a payment plan must be current on payments in order to register for subsequent terms.
- All student financial statements, invoices, and other related communications are sent to both the proxy and the student.
- A past due account may be charged a flat fee of \$35 per month until the balance is resolved.
- Credit card processing fees, EFT/wire transfer fees, and returned check/NSF fees may be charged either at the time of the transaction or on the student's account as applicable.
- Should a student who has enrolled at the College decide – for whatever reason – that he or she does not wish to begin the semester at D&E, they must notify the Office of the Registrar (304-637-1224) prior to the start of the semester in order to receive a full refund.
- Students who withdraw from Davis & Elkins College on or after the first day of a semester, but before 60% of the term, will have all tuition and room & board charges pro-rated. Proration is based on the percentage of the academic term that student has completed as of his/her official withdrawal date (e.g., a student who has completed 5% of the term will be refunded 95% of his/her tuition and room & board charges).
 - Mandatory fees, advance deposits, auto registration fees, and class charges (such as lab fees) are nonrefundable.
 - Federally funded grants and loans will be adjusted according to applicable Title IV regulations. Davis & Elkins College aid will be adjusted in the same manner.
 - No refunds of tuition or room & board will occur after 60% of the term.
 - Students who are suspended, expelled, or administratively withdrawn by the College for any reason are not entitled to any refunds.

It is important to understand that net tuition and fees at Davis & Elkins College represent only a portion of the educational and general expenses of the College. The balance is covered by gifts, grants, endowment income, and other revenue sources.

Davis & Elkins College is committed to helping students and their families address the costs of a college education successfully. This commitment is not only financial, but demonstrates our dedication to the College's mission of *preparing and inspiring students for success and for thoughtful engagement in the world.*