

COTC Tuition Adjustment Schedule—Last Day for %:

Course Type	100 %	50%	25 %	None
Quarter	1 – 7 Calendar Days	8 – 14 Calendar Days	15 – 21 Calendar Days	22 nd Calendar Day
Term <small>Business Day = M-F</small>	1 – 3 Business Days	4 – 6 Business Days	7 – 9 Business Days	10 th Business Day
Micro (1-2 Day)	Day <i>Before</i> Start of Course	1st Day of Course	N/A	After 1st Day of Course
2-Week M-F <small>Business Day = M-F</small>	1 st Business Day	2 nd Business Day	3 rd Business Day	4 th Business Day
BPA Course	1st Day of Course	N/A	N/A	After 1st Day of Course
Other	Course length and meeting times determine refund schedules. Other types of courses usually follow a similar pattern to the course types described above.			