## This form is only to be used for Special Education Contract Courses with prefixes EDSE or EDAT. Do not send this form for any other courses.



Name			
	Last	First	Middle Initial
G Number _		Cohort	
Course(e.g		_ Course Title	
	.g. EDSE 501-601)	No. of credits	Semester

The Special Education Outreach Program tuition refund policy is designed to align with the official GMU policy for dropped classes. Modifications exist due to the unique nature of the outreach cohort schedule. If you:

- Drop course up to 14 days after posted first class meeting: Full refund
- Drop course later than 14 days after posted first class meeting: No refund

The day count for drops and refunds are inclusive of the date of the first class. The first night of class is considered to be day 1. If tuition has not been paid at the time the course is dropped, the student still owes tuition following the same schedule as refunds:

- Drop course up to 14 days after posted first class meeting: no tuition must be paid
- Drop course later than 14 days after posted first class meeting: full tuition must be paid

By signing this form, I understand that in addition to submission of this form to **spedreg@gmu.edu**, I am also responsible for notifying my instructor and the cohort coordinator of my local school district. I acknowledge I am requesting to drop this course and will adhere to the drop policies stated on the cohort website: <u>https://education.gmu.edu/special-education-cohort/financial-information/</u>. I understand the date/time my drop form is *received* by the Cohort Office will determine my refund if applicable.

Signature \_\_\_\_\_