

BILLING SCHEDULE & REFUND POLICIES FOR CREDIT COURSES

SCHEDULE CHANGES: Students may make schedule changes prior to the start of classes and during the add/drop period. Assistance is available in the Advising Center (Frost 273). Please reprint schedules prior to the start of classes and when schedule changes are made. Up-to-date information is available at MyHCC: www.hcc.edu/myhcc Online Services.

FALL 2017 BILLING SCHEDULE *HCC Student Handbook*

If you register:	Your bill will be due by*:
March 22 – June 21	July 6
June 22 – July 12	July 27
July 13 – July 31... ..	August 10
August 1 – August 6	August 17
Beginning August 7	Full payment due at registration

Registration will be cancelled (and course schedule dropped) for any student account or bill not paid by the due date. ***Exceptions will be made for students on the payment plan and those who have pending financial aid applications and are making satisfactory academic progress.** A student will be responsible for any charges incurred that are not addressed in a payment plan or covered by financial aid. Students will be responsible for charges incurred if courses are not dropped during the add/drop period.

FALL 2017 REFUND POLICY *HCC Student Handbook*

Full-term and Accelerated courses beginning the first week of the semester:

Prior to and including the first week of classes: ...	100% of tuition/ESF/fees
During the second week of classes:	50% of tuition/ESF only
After the second week of classes:	No refund (outstanding balance due in full)

Accelerated courses beginning week two or later of the semester:

Prior to and including the first 3 business days of the class (including the first day of class):.....	100% of tuition/ESF/fees
During the 4th and 5th business days from (and including) the first day of class:.....	50% of tuition/ESF only
Any time after the 5 th business day of the class (including the first day of class):	No refund (outstanding balance due in full)

COURSE AND COLLEGE WITHDRAWALS: A Course/College Withdrawal form or an Add/Drop form must be completed to receive a refund according to the Refund Policy. Refunds are based on the date the form is received, regardless of registration date or attendance. Withdrawals may influence your current and future financial aid eligibility. Please email Financial Aid at financialaid@hcc.edu for details or meet with a financial aid counselor.

SUMMER 2017 BILLING SCHEDULE *HCC Student Handbook*

If you register:	Your bill will be due by*:
March 22 – April 13	May 10
April 14 – April 27	May 17
April 28 – May 8	May 24
Beginning May 9	Full payment due at registration

Registration will be cancelled (and course schedule dropped) for any student account or bill not paid by the due date. ***Exceptions will be made for students on the payment plan and those who have pending financial aid applications and are making satisfactory academic progress.** A student will be responsible for any charges incurred that are not addressed in a payment plan or covered by financial aid. Students will be responsible for charges incurred if courses are not dropped during the add/drop period.

SUMMER 2017 REFUND POLICY *HCC Student Handbook*

Prior to and including the first 3 business days of the class (including the first day of class):	100% of tuition/ESF/fees
During the 4th and 5th business days from (and including) the first day of class	50% of tuition/ESF only
Any time after the 5 th business day of the class (including the first day of class)	No refund (outstanding balance due in full)

It's not in the (snail) mail, it's in your email at MyHCC!

HCC is no longer printing and mailing bills. To see your bill you must go to MyHCC: www.hcc.edu/myhcc Online Services. Billing reminders and all College communication will be sent to your HCC email address, also accessible via MyHCC.

Questions about your bill? Contact Student Accounts via email at studentaccounts@hcc.edu, by phone at (413) 552-2101, or in person, Frost 201.

General questions? Email answers@hcc.edu