Refund Appeals Policy

South Louisiana Community College maintains a Refund Policy (SLCC-BO-302) to cover refunds of tuition, fees, and other charges in the event a student withdraws from one or more classes.

South Louisiana Community College students are expected to adhere to the Refund Policy as administered by the Student Accounts Office. Students with extenuating circumstances (e.g. death of an immediate family member or other personal tragedy) related to their withdrawal, may appeal for a policy exception.

Appeals must be made in writing and directed to the Vice Chancellor for Student Services. Requests for appeal must be made within thirty (30) days of the date of withdrawal.

A decision on the request for appeal will be made by the Vice Chancellor for Student Services, or his or her designee, and will be considered final. Students who wish to appeal a determination or sanction beyond the College may do so by submitting a written request for appeal to the Board of Supervisors of the Louisiana Community and Technical College System. Requests for appeal to the LCTCS Board must be made within thirty calendar days of the date of the decision made at the College.

Policy Reference: LCTCS Policies #5.007 and #2.004
Higher Education Relief Opportunities for Students Act of 2003 of the US Congress (H.R. 1412)
SLCC BO-302 Refunds Policy

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Natalie Harder, Ph.D
Chancellor