

**FALL 2022 GRADUATE COHORT
REFUND POLICY**

First 8 weeks Part of Term: (8C/E)

Classes that begin 08/29/2022 through 10/21/2022

100% refund through 09/09/2022

67% refund 09/10/2022 through 09/16/2022

0% refund on or after 09/17/22

Second 8 weeks Part of Term: (8D/F)

Classes that begin 10/24/2022 through 12/16/2022

100% refund through 11/04/2022

67% refund 11/05/2022 through 11/11/2022

0% refund on or after 11/12/2022

Payments: Concordia University accepts payments online, by mail, or in-person.

We accept MasterCard, Discover, American Express, and Visa. Credit card payments will be assessed an additional **2.85%** convenience fee.

Check (**ACH**) payments can be made online at no additional cost. We do not process check payments by phone.

If you prefer to mail your payment via check or money order, please use the mailing address below:

Concordia University Chicago

7400 Augusta St. Suite AD 156

River Forest, IL 60305

ATTN: Student Business Services

Account Activity: To keep your tuition account in good standing, please check your CUConnect account activity regularly. To access your tuition account:

- 1. Select the “Billing/Financial Aid” tab**
- 2. Select “Tuition and Payment Information”**
- 3. Select “Tuition and Fees Information”**
- 4. Go to “View Activity” and Select Term.**

Drop Policy: Written notification must be submitted to your advisor within the refund policy above. Please fax your withdrawal request to the Office of Graduate Admission at 708-209-3454. Non-participation in courses does not constitute as an official withdrawal and you will be responsible for all tuition and fees unless you withdrawal according to the policy above. If using financial aid as your means of payment, your financial aid file must be complete or you will be responsible for tuition payments until you received your financial aid award.