

Enrollment/Freeze Date Information

Lourdes University uses a 'freeze' date each semester to establish a student's enrollment for the period. This date occurs 14 days after the start of the fall and spring semester and 7 days after the start of the summer semester. Enrollment on the Freeze date will determine the amount of aid a student will be awarded as long as the completed results from your Free Application for Federal Student Aid (FAFSA) are on file by that date. Any registration changes must be completed with your advisor the day **before** these dates in order to avoid tuition charges for classes dropped. Freeze dates for the 1819 academic year are as follows:

Summer 2018	May 21, 2018
Fall 2018	September 11, 2018
Spring 2019	January 29, 2019

If your completed FAFSA results are received after the freeze date, financial aid will be based on your enrollment on the date that the completed FAFSA results are received. 'Completed FAFSA results' means that an Expected Family Contribution (EFC) has been calculated by the U.S. Department of Education. This EFC may change once all documentation is submitted and processed.

You must be registered and in-attendance for all the courses in the applicable semester that you wish to use financial aid. If you are not, you will NOT receive financial aid for those courses, this includes part-of-term course registration (Q and L sessions).

Withdrawals / Refunds

If a student withdraws	Tuition & Fees Charged	Tuition & Fees Refunded
Before freeze date	0%	100%
After freeze date	100%	0%

*If withdrawal occurs before the freeze date, Room and Board charges may be prorated.

Instructors are required to report each term if a student does not begin attendance in a course. Students must complete an add/drop form (available from your advisor, or in the Registrar's Office) and submit it to the Registrar's Office in order to officially withdraw from the University. Students who discontinue class attendance without officially notifying the Registrar during the refund period will be responsible for the full amount of tuition. If a student withdraws after the Freeze Date, Federal regulations require the Office of Financial Aid to apply a formula established by the U.S. Department of Education to determine the amount of Federal financial aid a student may have earned as of the date the student begins the withdrawal process. Information regarding the federal government's policy for Return to Title IV Federal Student Aid (if applicable) is available in the Student Accounts Office.

Please consult with an advisor in the Office of Financial Aid before you officially change your enrollment status or withdraw from the University, as your financial aid may be impacted by any status changes.