

2020-2021 Official Catalog

Fee Refunds

What Fees are Refundable?

Refundable Fees

- Resident enrollment and tuition fee
- Non-resident enrollment and tuition fee
- Universal transit pass (UTP) fee
- Student representation fee
- Health services fee
- Semester parking permit fee

Non-Refundable Fees

- Foreign student application fee
- Daily parking permit fee

How to Get a Refund

Refunds for Enrollment and Tuition Fees

Follow these steps to get a refund for enrollment and tuition fees:

1. **Drop your class(es) by the deadline.** After your class is dropped, money is credited to your eServices account. Keep all documentation that shows the date your class was officially dropped.
2. **Request a refund (<https://scc.losrios.edu/admissions/cost-of-attendance/refunds/refund-application>) to get the money out of your eServices account by the deadline.** You can submit this request online.

Refunds for Health Services Fees

Follow these steps to get a refund for health services fees:

1. **Drop all of your class(es) by the deadline.** After your class is dropped, money is credited to your eServices account. Keep all documentation that shows the date your class was officially dropped.
2. **Request a refund (<https://scc.losrios.edu/admissions/cost-of-attendance/refunds/refund-application>) to get the money out of your eServices account by the deadline.** You can submit this request online.

Refunds for Semester Parking Permits

Please note: the following is not applicable during the fall 2020 or spring 2021 semesters, as classes are primarily online and we are not issuing parking permits.

To get a refund for a semester parking permit, go to Sacramento City College's Business Services Office to fill out a paper refund application before the deadline. Your parking permit decal must be attached to your refund application. You cannot do this step online. Your refund will be processed within six to eight weeks.

Refunds for Student Representation Fee

Follow these steps to get a refund for the student representation fee:

1. Complete and submit the [Student Representation Fee Exemption Form \(https://losrios.edu/srf\)](https://losrios.edu/srf).
2. If you paid by credit card, then a refund credit will be issued to the credit card you used. All other methods of payment will be refunded by check and mailed to the address on file with your college's Admissions and Records Office.

Refunds for UTP Fee

Please note: the following is not applicable during the summer 2020, fall 2020, or spring 2021 semesters. Because Sacramento Regional Transit is issuing Universal Transit Passes directly to students who request one, we will not be providing refunds for UTPs.

Follow these steps to get a refund for the Universal Transit Pass (UTP) fee:

1. **Drop your class(es) by the deadline.** After your class is dropped, money is credited to your eServices account. Keep all documentation that shows the date your class was officially dropped.
2. **Request a refund (<https://scc.losrios.edu/admissions/cost-of-attendance/refunds/refund-application>) to get the money out of your eServices account by the deadline.** You can submit this request online.

Important Information About Refunds

Credit Balances in eServices

Money in your eServices account is not automatically refunded to you. If you have a credit balance in your eServices account and you do not request a refund by the last day of instruction of the semester, then you forfeit that money.

Exceptions for Military Students

If you have to withdraw from classes for military purposes, then you will be refunded 100% of your fees and tuition. This is true even if you drop after the deadline or request your refund after the end of the semester.

How long will it take to get my refund?

Refunds are issued within six to eight weeks. If you paid by credit card, then a refund will be issued to the credit card you paid with. All other methods of payment will be refunded by check and mailed to the address on file with Admissions and Records.