

PEPPERDINE | GRAZIADIO

BUSINESS SCHOOL

Fall 2022 Course Withdrawal Information-Part-time Programs

The withdrawal schedule outlines the percentage of tuition refund and the grade you will receive based on when the official request is submitted to the Program Office. Before officially withdrawing from a course, we strongly recommend contacting the financial aid office and your program advisor to discuss the financial aid and academic impact. Students who wish to withdraw from a course or courses must email their program advisor the request via their Pepperdine email account.

Enrollment confirmation deposits for new students are non-refundable. If all courses are dropped before the Add/Drop deadline, students will receive a 100% tuition refund. If all courses are dropped after the Add/Drop deadline, students will be responsible for the percentage outlined in the withdrawal schedule below.

Continuing students will be charged a \$150 withdrawal fee reflected in their WaveNet student account if **all** courses are withdrawn between the first day of the Fall 2022 term and the end of the 100% tuition refund period reflected below for the appropriate course type designation.

4-unit Weeknight or Hybrid Course Withdrawal Schedule		
Week(s)	Dates	Tuition refund percentage & grade assigned
1 - 2	Aug 29 – Sept 10	100% tuition refund & no letter grade
3	Sept 11 – Sept 17	75% tuition refund & "W" grade
4	Sept 18 – Sept 24	50% tuition refund & "W" grade
5 - 8	Sept 25 – Oct 22	25% tuition refund & "W" grade
9 - 15	Oct 23 – Dec 11	0% tuition refund & "W" or "WF" grade*

2-unit Weeknight or Hybrid Course Withdrawal Schedule			
Week(s)	Session A Dates	Session B Dates	Tuition refund percentage & grade assigned
1	Aug 29 – Sept 3	Oct 20 – Oct 29	100% tuition refund & no letter grade
2	Sept 4 – Sept 10	Oct 30 – Nov 5	75% tuition refund & "W" grade
3	Sept 11 – Sept 17	Nov 6 – Nov 12	50% tuition refund & "W" grade
4	Sept 18 – Sept 24	Nov 13 – Nov 19	25% tuition refund & "W" grade
5 - 7	Sept 25 – Oct 17	Nov 20 – Dec 11	0% tuition refund & "W" or "WF" grade*

4-unit Weekend Hybrid Withdrawal Schedule	
On/before the Thursday following the first-weekend class session	100% tuition refund & no letter grade
On/after the Friday following the first-weekend class session	0% tuition refund & "W" or "WF" grade*

2-unit Weekend Course Withdrawal Schedule	
On/before the Thursday following the first-weekend class session	100% tuition refund & no letter grade
On/after the Friday following the first-weekend class session	0% tuition refund & "W" or "WF" grade*

1-unit Weekend Course (BSCI 650) Withdrawal Schedule	
On/before the Thursday prior to the weekend class session	100% tuition refund & no letter grade
On/after the Friday of the weekend class session	0% tuition refund & "W" or "WF" grade*

PGBS 670J 20HY Withdrawal Schedule	
Dates	Tuition refund percentage & grade assigned
Aug 29 – Sept 3	100% tuition refund & no letter grade
Sept 4 – Sept 10	75% tuition refund & "W" grade
Sept 11 – Sept 17	50% tuition refund & "W" grade
Sept 18 – Sept 24	25% tuition refund & "W" grade
Sept 25 – Oct 27	0% tuition refund & "W" or "WF" grade*

PGBS 670J 25HY Withdrawal Schedule	
Dates	Tuition refund percentage & grade assigned
Aug 29 – Sept 3	100% tuition refund & no letter grade
Sept 4 – Sept 10	75% tuition refund & "W" grade
Sept 11 – Sept 17	50% tuition refund & "W" grade
Sept 18 – Sept 24	25% tuition refund & "W" grade
Sept 25 – Oct 17	0% tuition refund & "W" or "WF" grade*

PGBS 670J 45HY/PGBS 670J 75HY Withdrawal Schedule	
Dates	Tuition refund percentage & grade assigned
Aug 29 – Sept 3	100% tuition refund & no letter grade
Sept 4 – Sept 10	75% tuition refund & "W" grade
Sept 11 – Sept 17	50% tuition refund & "W" grade
Sept 18 – Sept 24	25% tuition refund & "W" grade
Sept 25 – Oct 17	0% tuition refund & "W" or "WF" grade*

PGBS 670J All Sections ONLINE MBA Program Withdrawal Schedule	
Dates	Tuition refund percentage & grade assigned
Aug 29 – Sept 3	100% tuition refund & no letter grade
Sept 4 – Sept 10	75% tuition refund & "W" grade
Sept 11 – Sept 17	50% tuition refund & "W" grade
Sept 18 – Sept 25	25% tuition refund & "W" grade
Sept 25 – Oct 20	0% tuition refund & "W" or "WF" grade*

A grade of "W-Withdraw" or "WF-Withdrawal Fail" will be assigned based on your academic in the course at the time of the withdrawal.