

PEPPERDINE | GRAZIADIO

BUSINESS SCHOOL

Spring 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 prior to 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students will be charged a \$150 withdrawal fee reflected in their WaveNet student account if **all** courses are withdrawn between the first day of the Spring 2022 term and the end of the 100% tuition refund period reflected below for the appropriate course type designation.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	Jan 3 – Jan 15	100% tuition refund & no letter grade
3	Jan 16 – Jan 22	75% tuition refund & "W" grade
4	Jan 23 – Jan 29	50% tuition refund & "W" grade
5 - 8	Jan 30 – Feb 26	25% tuition refund & "W" grade
9 - 15	Feb 27 – Apr 18	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	Jan 3 – Jan 8	Feb 28 – Mar 5	100% tuition refund & no letter grade
2	Jan 9 – Jan 15	Mar 6 – Mar 12	75% tuition refund & "W" grade
3	Jan 16 – Jan 22	Mar 13 – Mar 19	50% tuition refund & "W" grade
4	Jan 23 – Jan 29	Mar 20 – Mar 26	25% tuition refund & "W" grade
5 - 7	Jan 30 – Feb 21	Mar 27 – Apr 18	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*

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PGBS 670J.23OG/PGBS 670J.25HY/PGBS 670J.35HY/PGBS 670J45HY**Withdrawal Schedule**

Dates	Tuition refund percentage & grade assigned
Jan 3 – Jan 8	100% tuition refund & no letter grade
Jan 9 – Jan 15	75% tuition refund & "W" grade
Jan 16 – Jan 22	50% tuition refund & "W" grade
Jan 23 – Jan 29	25% tuition refund & "W" grade
Jan 30 – Feb 21	0% tuition refund & "W" or "WF" grade*

PGBS 670J.20OG/PGBS 670J.75HY Withdrawal Schedule

Dates	Tuition refund percentage & grade assigned
Jan 3 – Jan 8	100% tuition refund & no letter grade
Jan 9 – Jan 15	75% tuition refund & "W" grade
Jan 16 – Jan 22	50% tuition refund & "W" grade
Jan 23 – Jan 29	25% tuition refund & "W" grade
Jan 30 – Mar 3	0% tuition refund & "W" or "WF" grade*

PGBS 670JOL-All Sections-ONLINE MBA PROGRAM Withdrawal Schedule

Dates	Tuition refund percentage & grade assigned
Jan 3 – Jan 15	100% tuition refund & no letter grade
Jan 16 – Jan 23	75% tuition refund & "W" grade
Jan 23 – Jan 29	50% tuition refund & "W" grade
Jan 30 – Feb 26	25% tuition refund & "W" grade
Feb 27 – Apr 18	0% tuition refund & "W" or "WF" grade*

Global Business Intensive Withdrawal Schedule**PGBS 693.27 Paris/PGBS 485.27 Paris****Withdrawal Schedule**

Dates	Tuition refund percentage & grade assigned
Feb 26 – Mar 3	100% tuition refund & no letter grade
Mar 4 – Apr 29	0% tuition refund & "W" or "WF" grade*

PGBS 693.32 Lisbon/PGBS 485.32 Lisbon**Withdrawal Schedule**

Dates	Tuition refund percentage & grade assigned
Mar 1 – Mar 10	100% tuition refund & no letter grade
Mar 11 – Apr 22	0% tuition refund & "W" or "WF" grade*

PGBS 693.18 Dublin/PGBS 485.18 Dublin PGBS 693.29 Florence/PGBS 485.29 Florence <i>Withdrawal Schedule</i>	
<i>Dates</i>	<i>Tuition refund percentage & grade assigned</i>
Mar 8 – Mar 17	100% tuition refund & no letter grade
Mar 17– Apr 29	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.