

Chung Hua University

Academic Year of 113 (Semester I)

Leave Of Absence and Withdrawal Refund Policy

| Leave of Absence or Withdrawal Period | Payment Time Frame | Leave of Absence and Withdrawal Refund |
|---|---------------------------|---|
| 1. Applications received on or before registration date | Before and on 2024/9/9 | Full refund |
| 2. Before 1/3 of the semester | 2024/9/10~ 2024/10/18 | 2/3 Refund of Tuition & Miscellaneous Fees |
| 3. After 1/3 and before 2/3 of the semester | 2024/10/21~ 2024/11/29 | 1/3 Refund of Tuition & Miscellaneous Fees |
| 4. After 2/3 of the semester | 2024/12/02 | No refund |

Notes:

1. The refund standard is based on the “Tuition & Fee Payment Guidelines for Junior College and University” which was drafted by Ministry of Education
2. A weekly Schedule is based on the school calendar.
3. Other fees include the usage of computers, websites, language labs & swimming pools.
4. For leaving of absence & quitting school, you are required to apply for refund by submitting the following documents such as “Proof of Payment”, “Refund Application Form of Leaving of Absence & Quitting Dormitory & School” & “Proof of Quitting School.”
5. If forced withdrawal or suspension, you are allowed to apply for refund of your payment of tuition, credit & miscellaneous fees.