STUDENT REGISTRATION AND FINANCIAL RESPONSIBILITY STATEMENT

It is your responsibility as a student to officially drop classes prior to the start of the term if you do not plan to remain enrolled in classes. This applies to all students including those receiving financial aid. Failure to do so will result in tuition and applicable fees being charged to your student account for which you will be held financially responsible. If you drop classes after the start of the term, you will be subject to the College’s Refund Policy. For more information, please review the Refund Policy in the College Catalog.

It is the expectation of Community College of Philadelphia that every student enrolled in classes meet the financial obligation associated with their enrollment.

- Never attending and failing to officially drop/withdraw from your classes does not remove your financial obligation to pay for your classes.
- If you drop your classes before the first day of the term, you will not incur any charges other than fees that are considered non-refundable.
- If you drop your classes after the start of the term, you will be charged 50% for tuition and applicable fees during the equivalent first three weeks (20%) of the term and will be financially responsible for the charges incurred. This applies to all students including those receiving financial aid.
- If you drop your classes during the equivalent fourth week and thereafter, you will be charged 100% of tuition and applicable fees and will be financially responsible for the charges incurred.
- Financial aid cannot be applied to any class for which you registered but did not attend, and adjustments may be made to aid received. You are liable for all charges incurred, and your eligibility for future financial aid could be affected.
- If you do not plan to remain enrolled in classes and fail to drop/withdraw before the first day of the term, it may have a negative impact on your financial aid or other student financial assistance programs.