

What do I do if I am dropped from my classes for non-payment?

The Spring 2018 semester drop for non-payment date is January 29, 2018. If a student does not pay their semester bill in its entirety, they **may** be dropped from the current semester classes. If this happens, there is a \$150 non-refundable fee to cover the administrative costs of readmission. The student must complete a readmission form, obtain signatures from each course instructor for each class the student intends to re-add, and meet with an Oserve Advocate to complete the process. Instructor's permission is only good for 2 weeks. Once a student is dropped for non-payment the instructor has the right to refuse to sign a student back into the course. Also, this form may not be faxed in; students must meet with an Oserve Advocate for processing so the payment method can be discussed.

Remember, for students who are not able to complete a class, it is their responsibility to drop the class via Ozone if it is prior to the last day to drop. Students who are dropped for non-payment will have a balance based on the refund/withdraw period for their respective classes.

<https://www.owens.edu/records/re-admittance-form.pdf>

https://www.owens.edu/records/refund_201810.pdf

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