

**Department of Atmospheric Sciences**  
**Course Fee Policy 2017 - Unit Level**

Atmospheric Sciences attempts to provide immersive learning experiences in and out of the classroom that provide students with the opportunity to learn and practice skills in the context of content and concept learning, as well as to apply that learning to real world situations. In pursuit of those goals, Atmospheric Sciences defrays these expenses, and charges course fees where appropriate, for the following costs:

Expense	Unit Defrays	Course Fee Defrays
Consumable Supplies and Materials		X
Software		
Equipment		X
Technician Remuneration	X	

**Course Fee Refunds**

Students must make a written request to Atmospheric Sciences to secure a refund for a course fee, regardless of whether the course is being taken for credit or audited.

Course fees will be refunded for a course a student drops within the first 7 calendar days of the quarter or if a student withdraws within the first 7 calendar days of the quarter. After the 7<sup>th</sup> calendar day of the quarter, Atmospheric Sciences generally will not refund course fees because purchases for the class will have already been made. However, special consideration may be given for extenuating circumstances, such as in the case of hardship withdrawal, but only if the student has not extensively participated in the field or laboratory work. Course fees refunded after the 7<sup>th</sup> calendar day of the quarter may be prorated based on the number of weeks remaining in the quarter.