

**Friday Harbor Laboratories
Course Fee Policy 2021 - Unit Level**

Friday Harbor Laboratories provides immersive learning experiences in and out of the classroom that give students 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, Friday Harbor Labs defrays certain expenses, and charges course fees where appropriate, for the following costs:

Expense	Unit Defrays	Course Fee Defrays
Airfare	n/a	
Fleet Services (UW vehicle rental)	x	x
Field Trip Drivers	x	
Personal Vehicle Mileage		x (for class trips)
Ferry Fees		x (for class trips)
Food	n/a	
Accommodation (housing)	x	x (for class trips)
Room Rental (other than housing)	n/a	
Access Fees and Permits	x	
Consumable Supplies and Materials	x	x
Software	x	
Equipment	x	
Printing and Photocopying		x
Speaker Honoraria	n/a	
Speaker Travel	n/a	
Technician Remuneration	n/a	
Cost Center Expenses (boat use, OA lab)	x	x
Laboratory Analyses	x	x

Friday Harbor Labs Course Refund Policy

Refunds for course fees paid by registered students who do not complete their course of study at FHL will depend on the timing and reasons for the student's departure. FHL class sizes are kept small to maintain low student-to-instructor ratios; for every student admitted, others are generally turned away. When a student departs an FHL program early, it represents a missed opportunity for another student who could have been admitted to, and presumably would have completed, the program. Further, with such small classes, the payment received from each student is crucial in supporting FHL academic programs.

1. Students who drop an FHL course by the first day will be refunded 75% of the course fee.

2. Students who drop an FHL course within the first two weeks of the course will be refunded 50% of the course fee.
3. Students who drop an FHL course after the first two weeks of the course will not be refunded any portion of the course fee.
4. The FHL Director may approve a larger refund than allowed for by the above rules upon request by a student under extenuating circumstances.