

Refund and Termination Policy

Refund Policy

If HUF is unable to commence, continue or complete the delivery of a program, tuition fees will be refunded within 15 business days of HUF confirming its inability to deliver the program.

A student may withdraw voluntarily from the institution and cancel their enrollment. The student's enrollment may be terminated by the institution. Should a student's enrollment be terminated or the student withdraws or cancels for any reason, all refunds will be made according to the refund policy specified below:

- Notice of cancellation or withdrawal must be submitted to the Institution in writing. Cancellations shall be submitted to the Campus administration. The written cancellation notice may be submitted in person, via email, or by certified mail.
- Withdrawing students are required to meet with a campus administrator, complete a Student Withdrawal Form, and complete the designated withdrawal process to ensure a smooth transition out of the Institution.
- Withdrawal or cancellation date: The withdrawal or cancellation date is the date that any of the following occur:
 - The date the student notifies the Institution of the student's withdrawal, or the date of withdrawal, whichever is earlier, or
 - The last date of attendance, or
 - The date when the Institution terminates the students' enrollment.
- Grounds for termination: Students may be terminated prior to completion of their degree program for insufficient academic progress, nonpayment of tuition, fees, or other assessed costs or for failure to comply with the Institution's rules as published in the institutional catalog or student handbook.
- Funds will be returned in accordance with the refund schedule presented below.
- The application fee (\$100.00) is not refundable.
- The registration fee (\$250.00) is partially refundable. \$200.00 of the registration fee is refundable or may be applied to tuition fees by way of credit. \$50 of the registration fee is not refundable.
- Both the application fee and the registration fee may be waived at the discretion of HUF.
- Refunds will be made within 30 days following determination of termination or receipt of written cancellation notice.
- A full refund of tuition and fees (less provided books and supplies) will be made if the Enrollment Agreement is cancelled within three business days from the student signing the Enrollment Agreement.

- A full refund of tuition will be made (plus the refundable part of the registration fee) if a student drops classes during the advertised add/drop period. The drop period is one calendar week from the course start date, and is advertised in our academic calendar.
- An applicant who enrolls, does not start school, and fails to cancel within (3) business days will receive a refund of tuition and fees, except for the application fee which is nonrefundable.
- There are no refunds for books or learning materials issued to or purchased by the student.

Students who voluntarily withdraw from or who are terminated by the school after starting class are obligated to the school for fees and charges for books and supplies and tuition as specified in this catalog and the school's enrollment agreement. Termination, withdrawal or cancellation of enrollment does not relieve the student from the responsibility of all debts, including tuition, fees, and other authorized charges.

The withdrawal date for refund computation purposes is the date of official withdrawal by the student or the date the institution determines the student has withdrawn.

A discretionary refund may be made in exceptional circumstances, e.g., because of serious evidenced illness or family death or other serious circumstance. All such requests will be considered by the Senior Management Group (SMG). Approval is at the sole discretion of HUF.

Termination by Institution

A student ceases to be a registered student if they complete a program, or are expelled, excluded or withdrawn for one of the following reasons:

- Voluntary withdrawal from the program (Termination by Student – see below)
- Exclusion from the program on academic grounds
- Exclusion from the program for non-compliance with the fees policy
- Exclusion from the program due to persistent non-attendance
- Expulsion from HUF following a recognized disciplinary procedure.

Exclusion on academic grounds is managed under the Assessment regulations and processed through the Examination Boards. For all other withdrawals a Withdrawal Form must be filled out and approved by the University and the Student Management System updated.

By signing the Enrollment Agreement, you agree to comply with the rules and policies and understand that the University shall have the right to terminate this contract and your enrollment at any time for violation of rules and policies as outlined in the Academic Catalog. You also agree and understand that the Institution reserves the right to modify the rules and regulations, and that you will be advised of any and all modifications.

In ordinary circumstances, the contract terminates when a student completes their studies on the program, has paid all tuition fees in full, and has met all applicable obligations of the Enrollment Agreement and Academic Catalog.

However, we may terminate the contract at any time (and thereby terminate your participation in the program) by giving you notice in writing if:

- any invoice for the tuition fees is not paid within fifteen (15) days of a written reminder, issued no less than three months after the due date for payment has passed;
- you commit a serious or repeated breach of your obligations under the Enrollment Agreement or the Academic Catalog such that we have a legal right to end the contract because of something you have done or not done;
- you make a serious misrepresentation of facts or circumstances to us or withhold important information from us about you or that is relevant to the provision of education by the University to you; or
- you are expelled or excluded from the Institution in accordance with our regulations as outlined in the Academic Catalog.

Once this contract ends, it will not affect any legal rights or obligations that either you or the University has that may already have arisen, for example your obligation to pay any outstanding invoices and fees. After the contract ends, you and we will keep any rights we have under general law.

Termination by Student

You may terminate the program at any time prior to completion by providing us with a cancellation notice in person, by electronic mail, or by certified mail. Any refund due will be made in accordance with the above Refund Policy. Please note that the application fee is non-refundable.

Effect of Termination

Should your enrollment be terminated or cancelled for any reason, we may require that you stop studying on the program immediately and disable your access to our online learning platforms. Depending on the circumstances of termination, you may not be entitled to any academic credit, award, degree or transcript.

Change of Start Date

We offer our programs in good faith, but in the event that enrollment is not sufficient to viably run the program, Holmes reserves the right to move your program to the next available start date. Holmes will endeavor to communicate any such change as early as possible. A full refund is provided in these circumstances, should you not wish to accept a revised start date.

Source: Holmes University Florida Academic Catalog 2026/27, "Refund and Termination Policies", pp. 27–29. Where there is any inconsistency between a policy and the Academic Catalog, the Academic Catalog prevails.