

SATISFACTION POLICY

I. Online or Practicum (or any fixed-length academic degree course of 16 weeks or less):

If CDU is notified of cancellation within five (5) calendar days after midnight of the day on which the enrollment agreement is accepted, an applicant requesting cancellation in whatever manner within this time will be given a refund of all money paid to CDU. Students requesting cancellation, after this five day period and before the course start date, will receive a refund of all tuition paid minus the registration fee. Students requesting cancellation after the course start date (and after the five day cooling-off period) will receive a refund according to the following schedule:

Published Length of Course	*Refundable Tuition Due after-
1-6 weeks	1 st week=70% 2 nd week=40% 3 rd week=20% 4 th week=0%
7-10 weeks	1 st week=80% 2 nd week=60% 3 rd week=40% 4 th week=20% 5 th week=0%
11-16 weeks	1 st week=80% 2 nd week=70% 3 rd week=60% 4 th week=50% 5 th week=40% 6 th week=30% 7 th week=20% 8 th week=10% 9 th week=0%

*** Refundable tuition is the total course tuition minus the registration fee. The registration fee may be either \$75 or 20 percent of the total course tuition, not to exceed \$200.**

II. Paper Courses or Noncredit Seminars:

We believe you will be completely satisfied with your course. However, if for any reason you discontinue your studies during the period of enrollment (six (6) months), the University has established this liberal cancellation and refund policy for your protection.

A student may terminate an enrollment at any time by notifying the University (preferably in writing).

If CDU is notified of cancellation within five (5) calendar days after midnight of the day on which the enrollment agreement is accepted, an applicant requesting cancellation in whatever manner within this time will be given a refund of all money paid to CDU.

From five (5) calendar days after midnight on the day on which the enrollment agreement is accepted and until the time the University receives the first completed lesson assignment from the student, upon cancellation, the University is entitled to a registration fee of \$75 or 20% of tuition, whichever amount is higher, not to exceed \$200.

After the University receives the first completed lesson assignment and until the student completes half of the course, if the student requests cancellation, the school shall be entitled to the registration fee and charge which shall not exceed the following:

- a) Up to and including completion of the first 10% of the course, 10% of the tuition after deducting the registration fee.
- b) After completing more than 10% of the course and up to and including completion of 25% of the course, 25% of the tuition after deducting the registration fee.
- c) After completing more than 25% of the course and up to and including completion of 50% of the course, 50% of the tuition after deducting the registration fee.

If the student completes more than half of the course, the University shall be entitled to retain the total course tuition.