



**Regulations for Tuition Refund at the American University of Madaba
(AUM)
No. (1) of 2020**

Regulations for Tuition Refund at the American University of Madaba No (1) of 2020
Issued on the Basis of Article “10” of the Law of Jordanian Universities
No. 18 of 2018

- Article 1** These regulations shall be named “Regulations for Tuition Refund at the American University of Madaba of 2020” and shall go into effect after they have been duly approved.
- Article 2** The financial provisions stipulated in these regulations shall apply to students who withdraw after completing registration and paying all tuition fees in the following cases:
- a) Deferment of study, semester withdrawal, and withdrawal from the University.
 - b) Withdrawal from one or more courses unless one or more courses have been added instead of the withdrawn courses.
- Article 3** 100% of only the tuition fees of registered credit hours shall be refunded to students who withdraw before the beginning of the semester, as posted on the University calendar, or the beginning of the drop/add period, after they have completed the registration process.
- Article 4** 50% of only the tuition fees of registered credit hours shall be refunded to students who withdraw during the drop/add period, after they have completed the registration process.
- Article 5** The percentages mentioned in Articles (3) and (4) shall be refunded after calculating the discount granted on the credit hours fees, if any.
- Article 6** No refund shall apply to students who withdraw from all courses in a semester after the end of the drop/add period.
- Article 7** The refundable deposit shall be refunded to the student upon their withdrawal from the University and completion of the required acquaintance procedure.
- Article 8** Semester registration fee shall not be refunded in any case.
- Article 9** If a course has been cancelled by the university during the drop/add period; the student may register for another course instead. Should this be not possible, the tuition fees for the cancelled credit hours shall be carried over to the following semester.
- Article 10** The Board of Trustees shall decide on all cases not covered by these regulations.
- Article 11** These regulations cancel any previous regulations or Decisions in this regards.