

## FEDERAL REFUND REQUIREMENTS

The refund schedule below has been established in keeping with federal refund requirements for students withdrawing from school:

| Week of the Quarter                     | % Refund for Course Withdrawals <sup>1</sup> | % Refund for Complete Withdrawals <sup>2</sup> |
|---|--|--|
| 1 <sup>st</sup>                         | 100%   | 100%   |
| 2 <sup>nd</sup>                         | 90%  | 90%  |
| 3 <sup>rd</sup>                         | 50%  | 80%  |
| 4 <sup>th</sup>                         | 50%  | 70%  |
| 5 <sup>th</sup>                         | 25%  | 60%  |
| 6 <sup>th</sup>                         | 25%  | 50%  |
| 7 <sup>th</sup> through 8 <sup>th</sup> | 0  | 0  |

Refunds related to course and full withdrawal from summer quarter are different and published in the summer quarter academic calendar, available on MyBU. After the first week of the quarter, course withdrawals are accompanied by a “W” grade on the transcript (except in the case of courses that have not yet begun).

<sup>1</sup>All courses (including weekend intensive courses) follow this refund schedule. Courses may not be dropped after the course has ended (example: weekend intensive and non-traditionally scheduled courses). Courses may only be added in the first week of the quarter (with the exception of weekend intensive courses). In order to manage patient scheduling, the University strongly discourages students from dropping clinic shifts. Students who drop a clinic shift before the quarter may be assessed a financial penalty. Once the quarter has begun, there is no refund for shift withdrawals (except in the case of family or medical emergencies). Please see the clinic registration staff, in the registrar’s office, for more information regarding clinic shift changes.

<sup>2</sup>Calculated by hand.

|  | FALL 2014   | WTR 2015   | SP 2015 | SU 2015           |
|--|---|------------|---------|-------------------|
| Orientation  | 8/11 online for midwifery students, 9/16-19 for ND students, 9/23-24 for other students |            |         |                   |
| Classes Start for First-Year Midwifery Students                | 9/15  |            |         |                   |
| Classes Start for First-Year ND Students                       | 9/22 <sup>1</sup>   | 1/5        | 4/6     | 7/6               |
| ND Remediation Exams and Exercises <sup>2</sup>                | 1/2, 5-6/2015   | 4/2-3      | 7/2-3   | 9/17-18           |
| Classes/Clinic Start for All Others/Payment Due                | 9/29  | 1/5        | 4/6     | 7/6 (Clinic 6/29) |
| Convocation  | 9/29 (9:00 a.m.)  |            |         |                   |
| Last Day to Withdraw with a W Grade                            | 11/21   | 2/27       | 5/29    | 8/14              |
| Classes End  | 12/5  | 3/13       | 6/12    | 8/28              |
| Final Exams End  | 12/12   | 3/20       | 6/19    | 8/28              |
| Clinic Ends  | 12/13   | 3/21       | 6/20    | 9/12              |
| Interim Clinic <sup>3</sup>                                    | 12/15-23, 1/2   | 3/23-28    |         | 9/14-19           |
| Commencement Ceremony  |   |            | 6/22    |                   |
| Clinic Closure <sup>4</sup>                                    | 12/24-1/1   | 3/30-4/4   | 6/22-27 | 9/21-26           |
| Bastyr Community Day <sup>5</sup>                              |   |            | 5/20    |                   |
| Official Holidays <sup>6</sup>                                 | 11/27-28  | 1/19, 2/16 | 5/25    | 7/4, 9/7          |
| Priority Applications Due – ND, Midwifery and MSN Programs     |   | 2/1        |         |                   |
| Priority Applications Due – All other BS and Master's Programs |   | 3/15       |         |                   |
| Financial Aid Application Priority Due Date                    |   |            | 4/1     |                   |

<sup>1</sup>In fall quarter only, first-year naturopathic medicine classes begin a week earlier to accommodate a few study days distributed during the quarter when there are no scheduled classes.

<sup>2</sup>Students earning PCs in Naturopathic Medicine modules in year one and two will need to return to campus before the start of the following quarter to complete remediation exams and exercises.

<sup>3</sup>During interim clinic, all clinic services run normally. Interim clinic is required; exceptions must be approved in advance. Students staff the shifts in which they were registered in the quarter just ended.

<sup>4</sup>During clinic closure, the clinic does not offer patient visits, but appointment phones and dispensary are open (except when one of the clinic closure days falls on a paid holiday). Appointment phones and dispensary hours may be altered from their standard operating hours. The clinic is closed on all official University holidays.

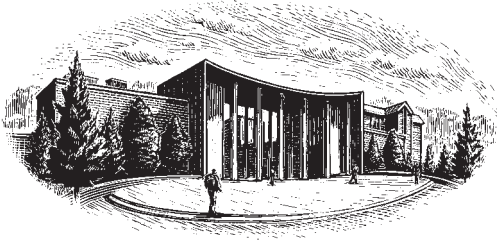
<sup>5</sup>Bastyr Community Day is focused on the health and well-being of members of the Bastyr community. Activities are scheduled for the afternoon and classes and clinic shifts are cancelled from noon to 5 p.m. so that members of the community can participate.

<sup>6</sup>Although religious holidays are NOT official University holidays, the University's policy is to attempt to accommodate the observance of religious practices. Students are responsible for the material covered but will not have religious absences count against any attendance requirement. Students observing such holidays are required to notify faculty during the first week of classes and find substitutes for clinic shifts affected. Students should follow the reschedule exam procedures in the event an exam falls on a religious holiday.

Major religious holidays in the coming academic year that occur when the University is in session are 10/4 and 7/18. Bastyr University schedules clinical training and occasional required courses or intensives on weekends. Students who have religious restrictions against attending classes on weekends must contact their program chair or dean, in advance, when such a conflict occurs. Efforts will be made to resolve such conflicts, but a resolution cannot be guaranteed.

Revised: July 2014

The calendar is subject to change without notice.



The *Bastyr University Catalog* is published annually.

Information contained in this catalog is current as of July 2014. Recognizing that funding, policies, personnel and curricula may change, Bastyr University reserves the right to change, without prior notice, academic programs, courses, faculty, fees, policies and the academic calendar regulating admissions, registration, graduation and any other matters affecting the student body.

Nothing contained in this catalog shall constitute a contract, expressed or implied, between applicants or students and Bastyr University. The administration shall, at all times, retain the authority to withdraw from the University any student who fails to attain and maintain established levels of academic or clinical performance or who does not exhibit the personal and professional conduct required for the practice of medicine or related disciplines.

In meeting its professional educational requirements, Bastyr University is committed to its obligation to maintain a healthy environment commensurate with the standards set by federal, state or local regulatory agencies in the normal operations of its classrooms, laboratories and clinical and research facilities. Students should be aware, however, that people training for health care professions may be exposed to diseases and potentially toxic environments to a much greater extent than the general public.

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