



Medical School Tuition Refund Policy

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Responsible University Officer: Robert Englander, MD, MPH, Associate Dean for Undergraduate Medical Education

Policy Contact: Kristin Basballe, Medical School Financial Aid Director

POLICY STATEMENT

The University of Minnesota Medical School abides by the University's *Tuition Refund Policy* (See *Related Information*, below).

In addition, the Medical School supplements the University's policy by applying a "cost of degree" model to tuition charges. Within this model, medical students are charged a flat tuition rate for each semester of enrollment (irrespective of credits) and are required to pay for 11 semesters of the flat tuition rate as the "cost of the MD degree."

This policy applies to students admitted to and enrolled in the MD program on the Duluth and Twin Cities campuses. Except where noted, this policy applies to students admitted to the Medical Scientist Training Program (MD/PhD) for the MD portion of their training. However, due to its unique curricular requirements, MD/PhD students should speak with MD/PhD staff for additional details specific to their circumstances.

REASON FOR POLICY

This policy ensures that the medical school meets all State, Federal (i.e. Title IV), and University of Minnesota compliance standards regarding the assessment of medical school tuition and refund of tuition charges when there is a change in a student's enrollment status. It also serves to clarify the procedures specific to students of the University of Minnesota Medical School.

This policy also ensures the medical school meets LCME Accreditation requirements as follows:

Element 12.2: TUITION REFUND POLICY. "A medical school has clear, reasonable, and fair policies for the refund of a medical student's tuition, fees, and other allowable payments (e.g., payments made for health or disability insurance, parking, housing, and other similar services for which a student may no longer be eligible following withdrawal)."

PROCEDURES

Standard Tuition Procedures:

The 11-semester "cost-of-degree" model is based on the University of Minnesota Medical School's current MD curriculum, which consists of 5 semesters of foundational science in the first two years of medical school (includes Twin Cities and Duluth campuses); followed by 6 semesters of clinical education in the last two years of medical school.

Because medical school tuition is charged per semester of enrollment [not per credit] there is no tuition adjustment resulting from changes in credit load.

Students who take more than 11 semesters of MD curriculum to complete their medical education (e.g. students who decelerate) will be charged tuition for the initial 11 semesters in which they are enrolled in the MD program irrespective of per semester credits. Subsequent semesters of medical school coursework to complete the MD degree, up to the maximum allowable time for degree completion, will not have tuition assessed (see *Related Information*, below, for information about degree completion). All required University fees are still charged to students in semesters where students are enrolled, even if it is after completion of 11 semesters.

Withdrawal/Drop

Students who withdraw from the program or drop all courses in a given term are subject to the conditions outlined in the *Registration Policy* regarding any impact to the official transcript and on a student's academic progress (see *Related Information*).

In addition, any tuition refund to which a student may be entitled will be determined based on the date enrollment terminated/ended. Any fees to which a student is entitled will be refunded according to the University's *Tuition Refund Policy*.

Students are strongly encouraged to meet with the Medical School Financial Aid Office (or MSTP Office) prior to making any changes in credit load to discuss potential financial implications (e.g. reduced financial aid eligibility).

Exceptions:

In rare instances, the Medical School may consider a one-semester reduction in the "cost of degree" model for students in academic tracks/circumstances where such exceptions are warranted. An example includes students who meet the competency requirements established for the Education in Pediatrics Across the Continuum (EPAC) program that may allow them to complete the required MD credits in 10 semesters.

Students wanting an exception to the 11-semester tuition charges under the "cost of degree" model should submit their request, with appropriate justification, in writing to the medical school Financial Aid Office for review.

MD/PhD students' tuition and required fees are covered under the MSTP program grant and, in most cases are not eligible for refunds. MD/PhD students who drop out of the program may have tuition and fee charges reversed (charged to the student) for the semester in which they return to the MD program. This policy would apply in full to students in this circumstance beginning the term in which they are no longer enrolled as an MD/PhD student. MD/PhD students should refer to the MSTP Student Handbook (see *Related Information*) for further details on tuition and fee charges.

FORMS/INSTRUCTIONS

There are no forms associated with this policy.

APPENDICES

There are no appendices associated with this policy.

FREQUENTLY ASKED QUESTIONS

There is no FAQ associated with this policy.

ADDITIONAL CONTACTS

Subject	Contact	Phone	Fax/Email
Primary Contact	Name	Phone	Fax/Email
Twin Cities Medical School Financial Aid Director	Kristin Basballe	612-624-7675	Parrx008@umn.edu
Twin Cities Medical School Registrar-Twin Cities	Jennifer Neufeld	612-625-4489	Neuf0006@umn.edu
Duluth Medical School Financial Aid	Dina Flaherty	218-726-6548	dflahert@d.umn.edu
Medical School Registrar-Duluth	Shawn Evanson	(218)726-8873	sevenson@d.umn.edu

DEFINITIONS

Cost of Degree

The price-tag of the direct tuition costs for a medical student to complete their MD degree at the University of Minnesota.

Credit Load

For the purposes of tuition refund eligibility within the medical school, credit load refers to the number of credits in which a student is enrolled per semester. Students who are enrolled in fewer credits per semester than the standard medical school curriculum should refer to appropriate policies regarding the impact a variable credit load may have on financial aid and health insurance eligibility.

Decelerated

Students in years 1 and 2 on a modified schedule that includes a reduced credit load as approved by COSSS or SSC. Students who choose to drop some or all courses in a given term are not in a decelerated program unless prior COSSS/SSC review and approval has been granted.

Semester

A term (period of enrollment) in a school or college, typically lasting fifteen to eighteen weeks. The University of Minnesota functions with 3 semesters in an academic year; fall semester, spring semester, and summer semester.

RESPONSIBILITIES

There are no related responsibilities associated with this policy.

RELATED INFORMATION

- For information on University policies regarding registration, billing and refunds, refer to the University's One Stop site for either the Twin Cities or Duluth campuses by visiting: <https://onestop.umn.edu/> or <https://onestop.d.umn.edu/>.

- For Information related to the medical school's policies on academic progression, program deceleration, and time for completion of the MD degree, visit: <https://www.med.umn.edu/md-students/policies-governance/academic-progression> and select COSS (for Twin Cities students) or SSC (for Duluth students).
- For information on medical student registration and add/drop procedures contact the medical school Registrar.
- For MD/Ph student policies, refer to the MSTP Student Handbook or contact MSTP staff by visiting: <https://www.med.umn.edu/education-training/medical-scientist-training-program-mdphd/mstp-students>

HISTORY

Approved by: Robert Englander, Associate Dean, UME, December 2018

Approved by: Education Council, December 2018