Medical School Tuition Refund Policy

Senior Leader: Jakub Tolar, MD, PhD, Medical School Dean
Policy Owner: Robert Englander, MD, MPH, Associate Dean for Undergraduate Medical Education
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.

Students are automatically charged for long-term disability insurance coverage for each semester they are enrolled. The semester fees are non-refundable except for cancellations as noted below.

Withdrawal/Drop

Tuition Refunds

UMMS students who entirely withdraw from the program or drop some or all of their courses in a given term may be eligible to receive a tuition refund using a pro-rated formula based on the effective date of the withdrawal. Students should also refer to the Registration Policy regarding any impact to the official transcript and on a student’s academic progress (see Related Information).

Fee Refunds

Any fees to which a student is entitled will be refunded according to the University’s Tuition Refund Policy.

Students who qualify for a tuition refund as described above are also eligible to receive a prorated refund of the student services fee and the University-sponsored health plan fee. All refunds of these fees are based on the date the cancellation is processed. If enrollment drops below six credits, students will receive a refund of the University-sponsored health plan fee. Semester fees for long-term disability coverage are non-refundable.

Special Fees Refunds

The orientation fee and late registration fee are generally not refunded. All other special fees assessed at registration are refunded at the same rate as tuition and course fees. No special fees are refunded after the refund period has ended.

If, at the time of cancellation, tuition and fees are not paid in full, any refund will be a credit applied to an unpaid balance. Students who have received financial aid may be required to return all or a portion of the aid to US Government and/or UMN programs. 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).

Retroactive Cancellations

In instances where a student’s enrollment is retroactively cancelled (to the term start date) tuition and fees are typically reversed, inclusive of long-term disability coverage.

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

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<tbody>
<tr>
<td>Primary Contact</td>
<td>Name</td>
<td>Phone</td>
<td>Fax/Email</td>
</tr>
<tr>
<td>Twin Cities Medical School Financial Aid</td>
<td>Kristin Basballe</td>
<td>612-624-7675</td>
<td><a href="mailto:Parrx008@umn.edu">Parrx008@umn.edu</a></td>
</tr>
<tr>
<td>Director</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Twin Cities Medical School Registrar-Twin</td>
<td>Jennifer Neufeld</td>
<td>612-625-4489</td>
<td><a href="mailto:Neuf0006@umn.edu">Neuf0006@umn.edu</a></td>
</tr>
<tr>
<td>Cities</td>
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<tr>
<td>Duluth Medical School Financial Aid</td>
<td>Dina Flaherty</td>
<td>218-726-6548</td>
<td><a href="mailto:dflahert@d.umn.edu">dflahert@d.umn.edu</a></td>
</tr>
<tr>
<td>Medical School Registrar-Duluth</td>
<td>Shawn Evanson</td>
<td>(218)726-8873</td>
<td><a href="mailto:sevenson@d.umn.edu">sevenson@d.umn.edu</a></td>
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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/](https://onestop.umn.edu/) or [https://onestop.d.umn.edu/](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](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](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