



STATE CENTER COMMUNITY COLLEGE DISTRICT

1525 E. WELDON AVE • FRESNO, CA 93704 • (559) 226-0720

FRESNO CITY COLLEGE

1101 E UNIVERSITY AVE • FRESNO, CA 93741
(559) 442-4600

OAKHURST CENTER

40241 HWY 41
BUILDING SITE C • OAKHURST, CA 93644
(559) 683-3940

REEDLEY COLLEGE

995 N REED AVE • REEDLEY, CA 93654
(559) 638-3641

CLOVIS COMMUNITY COLLEGE

10309 N WILLOW AVE • FRESNO, CA 93730
(559) 325-5200

MADERA CENTER

30277 AVE 12 • MADERA, CA 93638
(559) 675-4800

CAREER & TECHNOLOGY CENTER

2930 E ANNADALE AVE • FRESNO, CA 93725
(559) 265-5700

Fee/Refund Policy

Associated Student Body (ASB) Membership:

Fall & Spring

Student must request a refund from the ASB office.

100% Refund during the first week.

50% during the 2nd week of the semester.

No refunds after the 2nd week.

Parking Fees:

Fall & Spring - 100% refund through the 2nd week of instruction upon complete withdrawal from classes. The parking permit must accompany the Request for Refund. No refund for Limited Parking Permits.

Summer Session:

Same as above except, the period is one week.

Enrollment, Tuition and Class Material Fees:

Refund or reversal of enrollment, tuition and class material fees shall be made in accordance with the schedule listed below for reduction in program or withdrawal from class(s) and shall be initiated upon receipt of a written request submitted by the last day of the semester.

Primary Term Length (full semester) classes (18 weeks):

(a) Withdrawal during the first two weeks of instruction is **100% refundable**.

(b) Withdrawal after the second week of instruction there is **no refund**.

Summer/Short Term Classes:

Number of class meetings determines refund/reversal period for short term and summer classes.

(a) Withdrawal by the 10% point of instruction is **100% refundable**.

(b) Withdrawal after the 10% point of instruction there is **no refund**.

Number of class meetings	10% point (rounded down)	Number of days for 100% refund withdrawal
8	0.8 = 0	1 st day of class
19	1.9 = 1	1 st day of class
29	2.9 = 2	2 nd day of class
39	3.9 = 3	3 rd day of class

Note: Classes meeting fewer weeks or fewer days per week will have shorter withdrawal periods based on their 10 percent point. Do not count holidays or non-class meeting days in calculation.

Payments for tuition, enrollment, health and class material fees:

Accepted through the mail, WebAdvisor, or in person.

Out of state/International students:

May pay by cashier's check, money order, or personal check drawn on a local bank.

International students:

Must submit proof of international student insurance coverage.

Please include student's name and ID number on the check.

MAIL THE CHECK TO THE APPROPRIATE CAMPUS:

FRESNO CITY COLLEGE
BUSINESS OFFICE
1101 E. UNIVERSITY
FRESNO, CA 93741

REEDLEY COLLEGE
BUSINESS OFFICE
995 N. REED AVE.
REEDLEY, CA 93654

CLOVIS COMMUNITY COLLEGE
ADMISSIONS & RECORDS
10309 N. WILLOW AVE.
FRESNO, CA 93730

Make payments online by logging onto WebAdvisor at:

www.webadvisor.sccd.edu

Wait List Rules and Information

When unable to find an open section of a course, students may have the option of being placed on a "Wait List" for a specific section of the course. Please note that the following rules apply:

1. Students may add their name to any available "Wait List" up to the last day of registration prior to the beginning of the class.
2. Students will be added to a "Wait List" on a first come, first serve basis.
3. Students cannot be placed on a "Wait List" prior to their registration appointment date.
4. Students on a "Wait List" will have first priority for any seats in a "full" class that may subsequently become available during the first 20% of the course PROVIDED that they attend each and every class meeting (for 18 week semester courses, this is the first 3 weeks of class).
5. A "Wait List" will be available only for current class sections that are "full" (that is, the class has reached its "maximum class size"). No "Wait List" will be available for "canceled" class sections or class sections that are not yet "full". Not all classes have wait lists.
6. Students cannot be placed on a "Wait List" for a section of a course when already enrolled in another section of that same course.
7. Students cannot be on more than one "Wait List" for the same course.
8. The Admissions and Records Office will regularly monitor all classes with existing "Wait List" up to the start of the semester. When an open seat becomes available, the top student on the wait list will receive "Permission To Register" and be notified by email.
9. On the first day of class, instructors will determine the number of openings available in the class, and then offer spaces to students who are on the "Wait List" (providing they are present in the class) in the order in which their names appear on the list. Student is responsible for officially adding the class within published registration dates.
10. After the "Wait List" for the class is exhausted, the instructor in accordance with existing college and district policy will fill additional openings, if any.
11. Any and all other registration rules (conflicts, overload, administrative or student holds) may prevent the student from enrolling in a class. See Schedule of Classes for details or visit www.sccd.edu/waitlist