



**Admissions and Records**  
 5151 Pacific Avenue, Box 102  
 Stockton, CA 95207  
 Email: admissions-followup@deltacollege.edu

## REFUND REQUEST FORM

**Refund Policy:** Refunds will be given for classes dropped before the end of the first two weeks of the term for full-term classes, or before the end of ten percent of the length of class for short-term and Summer Intersession classes.

If you drop or withdraw from San Joaquin Delta College, you are not necessarily entitled to a refund. Refunds are granted only for classes dropped by published deadlines. For full-term, late-starting or short-term classes, check the Schedule of Classes or your registration confirmation receipt for refund information.

\*This form is to be used **only** for refunds for courses dropped prior to the beginning of the term. All other refunds will be automatically generated once the term begins.

DELTA ID: 98-\_\_\_\_\_

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_ PHONE #: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**\*NOTE:** Address above must be the same as reported address on your student record. By signing this form you are authorizing the Admissions & Records Office to update your records IF address reported on this form does not match your student record.

AMOUNT	TYPE	TERM/YEAR
\$	Non-Resident Tuition	F SPR SU _____
\$	Enrollment Fee	F SPR SU _____

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\$	Non-Resident Tuition	F SPR SU _____
\$	Enrollment Fee	F SPR SU _____

Accounting Use	Admissions & Records Use		
<b>Fee Type:</b> <input type="checkbox"/> Non-Resident Tuition/Enrollment <input type="checkbox"/> Parking <input type="checkbox"/> Other <input type="checkbox"/> Processing <b>Total:</b> \$ _____	<b>Total Amount</b>	<b>Waive Processing Fee</b>	<b>Processed By</b>
	\$	YES NO	