

EXACT-MED/UTTC TRANSCRIPTION PROGRAM REFUND POLICY

- **Phase 1: (Payment Plan Guidelines)**
 - 100% 1 to 5 calendar days from day of enrollment into phase 1
 - 75% 6 to 15 calendar days from day of enrollment into phase 1
 - 50% 16 to 33 calendar days from day of enrollment into phase 1
 - 25% 34 to 51 calendar days from day of enrollment into phase 1
 - 0% 52 calendar days and beyond into phase 1
- **Phase 1: (Payment in Full)** Refund applies the same as above, with the exception that tuition which represents each phase not yet entered; will be refunded in full.
- **Phases 2, 3 & 4: (Payment Plan Guidelines)**
 - 100% Prior to completion of 1st transcription unit of each phase
 - 75% Prior to completion of 2nd transcription unit of each phase
 - 50% Prior to completion of 3rd transcription unit of each phase
 - 25% Prior to completion of 4th transcription unit of each phase
 - 0% Beyond completion of 4th transcription unit of each phase
- **Phases 2, 3 & 4: (Payment in Full)** Applies the same as above, with the exception of the tuition which represents each phase not yet entered; will be refunded in full.