

Refund policy for SOAR attendance fees and lodging fees

In the case that you **no longer intend to attend SOAR**, refunds for SOAR attendance and/or lodging fees will be issued according to the following stipulation due to non-reimbursable expenses that are paid by the University prior to your arrival:

100% of SOAR attendance fees and/or lodging fees will be refunded if the request is received 5 business days prior to the start of the reserved SOAR session.

If request is received less than 5 business days prior to the start of the reserved SOAR session, no refund will be issued.

Requests for refunds must be made either:

1) In writing and addressed to:

TTU SOAR Refund
Campus Box 5086
Cookeville, TN 38505

Or

2) Emailed to: SOAR@tntech.edu.

In the refund request (both written and emailed), please list the following:

- Student's Name
- Date of SOAR Session
- Type of Fee to be Refunded (attendance and/or lodging)
- Mailing Address
- Contact Phone Number
- Email Address
- Include the reasoning for your refund request (Changing Schools (if so, where?), Conflict in Date, etc.)

A refund, where applicable, will be issued within 15 business days of notification of the request. If you do not receive your refund after the allotted time above, please contact the Bursar's Office at (931) 372-3017.