

### **Refunding of Book Fees**

Student book fees will be refunded on a pro-rated basis as determined by the Superintendent or designee. The basic refund schedule is as follows:

First Week of School - 100%

September – 80%

October – 70%

November – 60%

December – 50%

January – 40%

February – 30%

After February – no refunds

Refunds will be issued when students have returned all books to the proper office. Library fines, textbook fines, or any other financial obligation incurred by the student for supplies, materials, or damages must be settled before a refund will be issued.

Adopted: May 13, 1985  
Reviewed: February 10, 2006  
Reviewed: March 20, 2012