

Palomar College
Petition for Refund/Waiver
 1140 W. Mission Rd.
 San Marcos, CA 92069
 Attn: Ellie Masiello, Enrollment Services

TEL (760) 744-1150, ext. 2171
 FAX (760) 761-3536
 EMAIL admissions@palomar.edu

Semester/Year _____

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Palomar ID

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SSN

Last Name _____ First _____ M.I. _____ Email Address _____

Street Address _____

City _____ State _____ Zip _____ Current Telephone _____

Course: _____ Course: _____ Course: _____ Semester: _____

Explain extenuating circumstances* and attach supporting documents: _____

- You are responsible for the payment of all fees at the time of registration.
- Fees are considered late after classes have begun.
- A request for refund/removal of charges is only considered when accompanied by written verification of extenuating circumstances.
- No petitioning is done by telephone.
- You must drop all classes before the w deadline to avoid receiving a penalty grade.

I received Financial Aid in this semester. Yes No

Date: _____ Student's Signature: _____

*Extenuating circumstances are circumstances beyond your control that occurred during the first two weeks of the semester:

1. Illness or hospitalization requiring doctor's care
2. Automobile accident resulting in immobility
3. Severe mental or emotional trauma verified by licensed service provider
4. Verified technical problems with the registration system

Examples of circumstances that are **NOT** considered extenuating for petitioning purposes:

1. I forgot to drop classes
2. My work schedule changed
3. I moved out of the area
4. I never got a bill for fees due

Office Use	
Enrollment Fee: \$ _____ Nonresident Fee: \$ _____ Health/Accident Fee: \$ _____ Other: \$ _____ Total: \$ _____	Attendance Ver: _____ Graded: _____ F/W Petition: _____ FA: Y N Notified FA: Y N Operator: _____ Process Date: _____
<input type="checkbox"/> Approved for Refund <input type="checkbox"/> Approved for Credit <input type="checkbox"/> Approved for Waiver <input type="checkbox"/> Denied	
Approved by: _____ <div style="text-align: center; font-size: small;">Admissions & Enrollment Coordinator</div>	