

## A Message to Students from SGSC Office of Fiscal Affairs

### Student Refund Plan – Please forward to your parents/guardians

At South Georgia State College, we are grateful for your continued understanding as we strive to ensure the wellbeing of our college community during this unprecedented COVID-19 health event. We have been working diligently on your behalf to design a Student Refund Plan for students who have paid or been assessed fees for the Spring 2020 semester.

In response to guidance provided by the University System of Georgia (USG) with respect to refunding of housing, dining, and other fees for Spring 2020, South Georgia State College (SGSC) has requested and received approval from the USG to implement a Student Refund Plan, with the following considerations:

- March 16 is considered the last service date for on-campus instruction.
- Since the Spring Semester was approximately halfway through as of March 16 (55%, to be exact), 45% of the student housing, residence hall programming fee, health fee, meal plan and access card fee will be refunded.

Consistent with the USG guidance, SGSC will not provide refunds for tuition or other mandatory fees, as these remain critical in supporting continuity of instruction and associated support. Students who choose to withdraw entirely will be refunded in accordance with SGSC's normal refund schedule, which can be found at <http://www.sgsc.edu/current-students/fee-payment.cms>.

Students in our entry programs at Georgia Southwestern State University and Valdosta State University will be refunded according to the refund plan approved for the host institution.

We did not include specific dollar amounts in this email because each student's refund amount and schedule are unique.

We expect to begin issuing refunds the week of April 6th. You will receive the funds electronically if you have set up an account to receive an eRefund in Touchnet, otherwise a paper check will be mailed to you.

We invite you to submit your questions about the refund process to [fiscalaffairs@sgsc.edu](mailto:fiscalaffairs@sgsc.edu).

We thank you in advance for your patience as we will work to respond as quickly as possible to each student.

We ask that you share these communications with your parents and guardians as you receive them. Direct communication with students is our primary method for getting this information to both students and parents.

Students are asked to check your SGSC student email account daily and refer to the SGSC COVID-19 update page at <http://www.sgsc.edu/alert.cms> for the most up-to-date information.

Once again, thank you for your understanding during this challenging time.

Thank you.

Office of Fiscal Affairs