

## NYC Scholars Payment and Withdrawal Policy 2025–2026

### A. OVERVIEW:

Northeastern University's NYC Scholars program (Program) provides first-year students with integrated academic experiences outside the classroom at Northeastern University's partner institution in New York City.

Planning and commitments are required of the Program on your behalf to support your participation in the program. The Program is required to make advanced financial commitments to travel agents, vendors, and the partner institution to secure items such as, but not limited to, housing, classroom space, and co-curricular activities. Therefore, should you withdraw from the program at any time after May 1, you will be responsible for the terms provided within this policy. You are urged to plan carefully and are required to review this policy in advance of your commitment to the program.

### B. DEFINITIONS

- a. **Charge** refers to the amount of the Tuition and Program fee owed by the Student/Participant.
- b. **Tuition and Program Fee** refers to the total billable cost by Northeastern to the student for participation in the NYC Scholars Program. The program fee includes such costs as housing, dining dollars, group flights, and activities and orientations.
- c. **Refund** refers to the repayment of all or part of the Tuition and Program fee to the Student/Participant.
- d. **Student/Participant** refers to a student enrolling in Northeastern's NYC Scholars program.

### C. PAYMENT TERMS

- a. **Enrollment Deposits:**
  - i. There is one required program enrollment deposit:
    - 1. \$1200, due on or before May 1, 2025, or based on the individual student agreed upon deadline as shared in their acceptance letter from Enrollment Management.
  - ii. The enrollment deposit must be paid on time to secure and maintain your enrollment in the Program and is applied to your program fee.
  - iii. The deposit is non-refundable.
- b. **Tuition and Program Fee:**
  - i. The 2025-2026 Tuition and Program fee total is \$89,184.
  - ii. For the fall semester, 50% of the Tuition and Program fee will be posted on students' account in June with information on the due date, which is typically two weeks from the Bill date.
  - iii. For the spring semester, 50% of Tuition and Program fee will be due in November.
- c. **Tuition Pay Option:**

- i. Those electing to participate in the Flywire monthly payment plan may begin their payments in mid-July for a 5-month installment plan, or mid-August for a 4-month installment plan. To learn more or to enroll in a monthly payment plan, go to [Student Financial Services, Payment Methods](#).

#### D. REFUNDS and CHARGES

##### a. Conditions for Refunds:

- i. The potential for a refund depends upon the type and timing of your withdrawal from the NYC Scholars Program and aligns with the [university's withdrawal refund policy](#). Types of withdrawals could include medical leave of absence, voluntary withdrawal, removal, failure to take action to obtain the appropriate immigration status, or program cancellation/suspension. Please refer to section E. below for more information.
- ii. Depending on the timing of the withdrawal from the Program, students and families are still accountable for a percentage of the program fee. See the information below and in section G.

##### b. Participant Charges Schedule\* for the full academic year:

Fall Semester	Percentage Charged
May 1, 2025 – end of Week 3 of classes	Non-refundable deposit only (\$1,200 total)
Week 4 of classes	40% of Tuition and Program Fee charged (includes deposit)
Week 5 of classes	60% of Tuition and Program Fee charged (includes deposit)
After Week 5 of classes	100% Tuition and Program Fee charged and no refund

Spring Semester	Percentage Charged
Prior to semester start – Week 3 of classes	Non-refundable deposit only (\$1,200 total)
Week 4 of classes	40% of Tuition and Program Fee charged (includes deposit)
Week 5 of classes	60% of Tuition and Program Fee charged (includes deposit)
After Week 5 of classes	100% Tuition and Program Fee charged and no refund

*\*Please see section G for NYC Scholars specific dates.*

##### c. Grant/Scholarship Retention:

- i. The NYC Scholars Program offers a limited number of grants/scholarships. In the event a student has been awarded a grant/scholarship and later withdraws from the

program, the student may retain a portion of their grant/scholarship based on the following schedule:

Fall Semester	Percentage Retained
May 1, 2025 – end of Week 3 of classes	0% retention of grant/scholarship
Week 4 of classes	40% retention of grant/scholarship
Week 5 of classes	60% retention of grant/scholarship
After Week 5 of classes	100% retention of grant/scholarship

Spring Semester	Percentage Retained
Prior to semester start – Week 3 of classes	0% retention of grant/scholarship
Week 4 of classes	40% retention of grant/scholarship
Week 5 of classes	60% retention of grant/scholarship
After Week 5 of classes	100% retention of grant/scholarship

**Note:** If the retained grant/scholarship exceeds the assessed charges, Northeastern reserves the prerogative to adjust the grant/scholarship amount to align with the total billed charges.

## E. WITHDRAWAL OR MEDICAL LEAVE FROM THE NYC SCHOLARS PROGRAM

### a. Medical Leave of Absence (University Health and Counseling Services Policy):

- i. A participant leaves the Program due to documented medical reasons, as supported by a treating physician.
- ii. A Medical Leave of Absence (MLOA) is an option available to participants who need to withdraw from the NYC Scholars program for medical reasons and are interested in returning to Northeastern University after receiving medical treatment.
- iii. Medical leave requests must be initiated through [University Health and Counseling Services](#) by submitting a completed request form and relevant documentation from a clinician supporting the medical leave. Participants considering medical withdrawal at any point prior to, or during, the program, should email [mloa@northeastern.edu](mailto:mloa@northeastern.edu) and contact the NYC Scholars on-site staff in writing or email [NYCScholars@northeastern.edu](mailto:NYCScholars@northeastern.edu).
- iv. If a student is granted a Medical Leave of Absence, a refund of the program fee will be processed upon approval from University Health and Counseling Services (UHCS), based on information shared in D.b. Refer to [information about re-entry](#) following a medical leave.

### b. Voluntary Withdrawal Process:

- i. If a participant would like to withdraw from the Program prior to the program start date and decline admission to Northeastern University, they must complete the following steps:
  1. Log into the [myNortheastern portal](#)
  2. In the bottom right corner, find the section labeled “Have Your Plans Changed?” and click “Withdraw Your Application Today.”

3. Follow instructions and prompts provided.
  - ii. Participants considering a voluntary withdrawal after the start of the Program must contact the NYC Scholars on-site staff in writing or email [NYCscholars@northeastern.edu](mailto:NYCscholars@northeastern.edu).
  - iii. NYC Scholars on-site staff will assist each participant in making an informed decision based on their circumstances and will refer them to Admissions or other University offices as appropriate.
  - iv. Participants who voluntarily withdraw from the Program are permanently withdrawn from Northeastern University and will not continue to the Boston campus post-program completion.
- c. **Removal from the NYC Scholars Program**
- i. If a participant is asked to leave the NYC Scholars program in connection with a violation of any applicable policy or law:
    1. No refund will be granted, regardless of when the Program removal takes place and irrespective of the refund schedule listed in D.b.
    2. The participant's Fall 2026 admission status will be reviewed and may be rescinded.

#### F. PROGRAM CANCELLATION/SUSPENSION

- a. In the event Northeastern University, at its discretion, decides to suspend or cancel a program, all participants are required to return immediately to their home country or otherwise relocate as directed by the University.
- b. If the Program is suspended or canceled, then the University may provide an alternative learning option, such as participation in another Northeastern-sponsored learning program.
- c. If an alternative learning program is not possible, then the university will credit students the program fee and deposits toward future semester(s) at Northeastern University.

#### G. 2025 NYC SCHOLARS DATES

NYC Scholars	Classes Start	End Week 3	End Week 4	End Week 5
Fall 2025	September 2, 2025	September 19, 2025	September 26, 2025	October 3, 2025
Spring 2026	February 2, 2026	February 20, 2026	February 27, 2026	March 6, 2026

#### SIGNATURE

**By signing below, I acknowledge that I have read, understand, and will abide by the NYC Scholars Payment and Withdrawal Policy.**

Date

Student Signature (electronic)

Print Student Name

Student NUID

If a participant is under 18 years old, please have the parent/legal guardian sign.

Parent/Guardian Signature (electronic)

Print Parent Guardian Name