

WESTERN OREGON UNIVERSITY

Division of Extended Programs

Refund Policies for Credit Overlay

- No refunds are given for credit overlay course enrollments unless the course is cancelled; if cancelled, a full refund is automatically issued.
- All registrations must be processed by DEP following the first class meeting. Any additions to the class must be approved by the instructor and occur in accordance to the schedule below.
- A registered student must request to drop/withdraw from a class in writing:
Email: extend@wou.edu,
Fax: 503-838-8473 or
Mail: Division of Extended Programs
ATTN: Credit Overlay
345 N. Monmouth Ave
Monmouth, OR 97361

Since course lengths vary, please see below:

Length of Course	Last day to withdraw without grade responsibility
1- week	1 st day of class
2-week	2 nd day of class
3-week	4 th day of class
4-week	5 th day of class
5-week	6 th day of class
6-week	7 th day of class
7 - 11 weeks	3 rd class week
12-weeks or more	5 th class week

If you have questions, please contact:

Division of Extended Programs
ATTN: Credit Overlay
Western Oregon University
345 N. Monmouth Ave.
Monmouth, Oregon 97361

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