On-Campus Living Proration Policy

Students who live on campus are required to sign a licensing agreement with the Office of Housing and Residential Life and sign-up for a meal plan. Students are charged for the meal plan on their UMass Boston student account and are billed separately for housing charges. Some students may have additional financial assistance (Campus Living Grant) awarded specifically to assist with the costs associated with living on campus.

In the event that a student does not reside in housing for the entire length of his/her licensing agreement, the following policies will apply to his/her meal plan and Campus Living Grant.

**Students who move off campus but remain enrolled at UMass Boston:**

- Students who move out **prior to the end of the add/drop period** will be refunded for all costs associated with their meal plans.
  - Campus Living Grant awards will be cancelled.
- Students who move out **after the add/drop period** will be charged in full for their meal plan.
  - The Financial Aid Office will review accounts on an individual basis and coordinate with the Office of Housing and Residential Life to understand the financial obligations associated with living on campus. The Campus Living Grant cannot exceed the outstanding financial obligations associated with living on campus and will be reduced, if necessary. Any subsequent disbursements of Campus Living Grant will be cancelled.

**Students who withdraw from the university entirely:**

- Students who move out **prior to the end of the add/drop period** will be refunded for all costs associated with their meal plans.
  - Campus Living Grant awards will be cancelled.
- Students who withdraw **within the first 5 weeks** of the semester will have their meal plans prorated in accordance with the undergraduate refund schedule.
  - Students who withdraw from the university while receiving financial aid are subject to federal return of Title IV, state, and institutional aid calculations to determine the amount of financial aid earned.
  - If Campus Living Grant funds remain, the Financial Aid Office will review accounts on an individual basis and coordinate with the Office of Housing and Residential Life to understand the financial obligations associated with living on campus. The Campus Living Grant cannot exceed the outstanding financial obligations associated with living on campus and will be reduced, if necessary. Any subsequent disbursements of Campus Living Grant will be cancelled.
- Students who move out **after 5 weeks** of the semester will be charged in full for the meal plans.
  - Students who withdraw from the university while receiving financial aid are subject to federal return of Title IV, state, and institutional aid calculations to determine the amount of financial aid earned. Students who attend past the 60%
point of the semester are considered to have earned all of their financial aid and the Campus Living Grant will not be cancelled. Any subsequent disbursements of Campus Living Grant will be cancelled.

- If Campus Living Grant funds remain, the Financial Aid Office will review accounts on an individual basis and coordinate with the Office of Housing and Residential Life to understand the financial obligations associated with living on campus. The Campus Living Grant cannot exceed the outstanding financial obligations associated with living on campus and will be reduced, if necessary. Any subsequent disbursements of Campus Living Grant will be cancelled.

**Appeals**

Students may need to leave on-campus housing and/or the university for extraordinary circumstances.

Students who wish to appeal the adjustment to their university meal plan should contact Diane D’Arrigo at Diane.DArrigo@umb.edu.

Students who wish to appeal the adjustment to their Campus Living Grant can appeal to Katherine Lynch at Katherine.lynch@umb.edu.

All decisions are final.

**Important Contacts and Information:**

**Academic Support Services and Undergraduate Studies:** Contact UnderGraduateStudies@umb.edu for information on the impact of withdrawing from the university on your academic standing and for information about the retroactive withdrawal and drop policy.

**Financial Aid Satisfactory Academic Progress and Terms and Conditions:**
https://finaid.umb.edu/current-student-aid/maintain-your-eligibility

**Office of Housing and Residential Life:** The Office of Housing and Residential Life handle all inquiries and decisions regarding licensing agreements for room charges. They can be reached at osh@umb.edu or 617-287-6011.

**One Stop Student Service Center:** Contact onestop@umb.edu for information on university billing and financial aid policies.

**University Refund Policy:** https://www.umb.edu/bursar/refund_policy