**Appendix D Schedules and Charts**

**Schedule A: 2020/2021 Billing Schedule**

**JHU Carey Business School**

<table>
<thead>
<tr>
<th>The Bill Covers Charges and Payments Applied to Your Student Account Between the Following Dates</th>
<th>Date when the electronic bill is presented on the Web</th>
<th>Statement Due Date¹</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Summer 2020</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>April 9, 2020 - May 13, 2020</td>
<td>May 14, 2020</td>
<td>July 1, 2020</td>
</tr>
<tr>
<td><strong>Summer Intensive / Fall 2020</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>April 9, 2020 - May 13, 2020</td>
<td>July 9, 2020</td>
<td>September 1, 2020</td>
</tr>
<tr>
<td>May 14, 2020 – June 10, 2020</td>
<td>July 9, 2020</td>
<td>September 1, 2020</td>
</tr>
<tr>
<td>June 11, 2020 – July 8, 2020</td>
<td>July 9, 2020</td>
<td>September 1, 2020</td>
</tr>
<tr>
<td>July 9, 2020 - August 12, 2020</td>
<td>August 13, 2020</td>
<td>September 1, 2020</td>
</tr>
<tr>
<td>August 13, 2020 - September 9, 2020</td>
<td>September 10, 2020</td>
<td>October 1, 2020</td>
</tr>
<tr>
<td><strong>Spring 2021</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>October 15, 2020 - November 11, 2020</td>
<td>November 12, 2020</td>
<td>February 1, 2021</td>
</tr>
<tr>
<td>November 12, 2020 - December 9, 2020</td>
<td>December 10, 2020</td>
<td>February 1, 2021</td>
</tr>
<tr>
<td>December 10, 2020 - January 13, 2021</td>
<td>January 14, 2021</td>
<td>February 1, 2021</td>
</tr>
<tr>
<td>January 14, 2021 - February 10, 2021</td>
<td>February 11, 2021</td>
<td>March 1, 2021</td>
</tr>
<tr>
<td>February 11, 2021 - March 10, 2021</td>
<td>March 11, 2021</td>
<td>April 1, 2021</td>
</tr>
<tr>
<td>March 11, 2021 - April 14, 2021</td>
<td>April 15, 2021</td>
<td>May 1, 2021</td>
</tr>
</tbody>
</table>

¹ Due Dates as they appear are subject to change.

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**Schedule B: 2020/2021 Part-time and Full-time Payment Plan Schedule**

**JHU Carey Business School**

<table>
<thead>
<tr>
<th>Semester</th>
<th>Payment Plan Start Date</th>
<th>Payment Plan End Date</th>
<th>First Payment Due</th>
<th>Payment Plan Options</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Summer 2020</strong></td>
<td>March 30, 2020</td>
<td>June 1, 2020</td>
<td>June 1, 2020</td>
<td>Three installments due the 1st of each month. First payment due June 1st; remaining balance due on the first of July and August.</td>
</tr>
<tr>
<td><strong>Summer Intensive / Fall 2020</strong></td>
<td>April 20, 2020</td>
<td>August 1, 2020</td>
<td>August 1, 2020</td>
<td>Five installments due the 1st of each month. First payment due August 1st; remaining balance due on the 1st of September, October, November, and December.</td>
</tr>
<tr>
<td><strong>Spring 2021</strong></td>
<td>Oct 26, 2020</td>
<td>January 1, 2021</td>
<td>January 1, 2021</td>
<td>Five installments due the 1st of each month. First payment due January 1st; remaining balance due on the 1st of February, March, April, and May.</td>
</tr>
</tbody>
</table>

To enroll in a monthly payment plan, contact Tuition Management Systems (TMS) either by phone at 1-888-713-7238 or visit their website at www.afford.com/jhucarey (http://www.afford.com/jhucarey/)

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**2019-2020 Course Withdrawal Schedule Policy**

**JHU Carey Business School**

<table>
<thead>
<tr>
<th>Event</th>
<th>January Inter session</th>
<th>Courses that Meet 8 Class Sessions (including Online courses)</th>
</tr>
</thead>
<tbody>
<tr>
<td>No notation on transcript if student drops course</td>
<td>prior to the 3rd class session</td>
<td>prior to the 3rd class session (before 11:59 pm Eastern Time on the 14th day)</td>
</tr>
</tbody>
</table>
Withdrew ("W") noted on transcript if student withdraws from course prior to the 4th class session prior to the 4th class session (after 12:00 am Eastern Time on the 15th day and before 11:59 pm Eastern Time on the 21st day)

Student may not withdraw from a course once the 4th session begins once the 4th session begins (after 12:00 am Eastern Time on the 22nd day)

### 2019–2020 Refund Schedule
#### JHU Carey Business School

<table>
<thead>
<tr>
<th>Refund</th>
<th>January Intersession</th>
<th>Courses that Meet 8 Sessions</th>
<th>Online Courses - 8 Week Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>100%</td>
<td>From the day of registration, Onsite courses: prior to the 2nd class session</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Online courses: prior to the 8th day of the session (before 11:59pm Eastern Time on the 7th day)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>70%</td>
<td>From the 2nd class session and prior to the 3rd class session</td>
<td>From the 2nd class session and prior to the 3rd class session</td>
<td>From the 8th day of the session and prior to the 15th day of the session (before 11:59pm Eastern Time on the 14th day)</td>
</tr>
<tr>
<td>50%</td>
<td>From the 3rd class session and prior to the 4th class session</td>
<td>From the 3rd class session and prior to the 4th class session</td>
<td>From the 15th day of the session and prior to the 22nd day of the session (before 11:59pm Eastern Time on the 21st day)</td>
</tr>
<tr>
<td>0%</td>
<td>Once the 4th class begins there is no refund</td>
<td>Once the 4th class begins there is no refund</td>
<td>Once the 22nd day of the session begins, there is no refund</td>
</tr>
</tbody>
</table>

Exceptions to the Refund Policy: Students who experience events beyond their control may request an exception to the course refund policy by submitting a General Petition Form to the Registrar’s Office. Petitions must be submitted in the same semester in which the course was taken, and must be accompanied by documentation of the circumstances leading to the request. Students who experience severe medical problems, a death in their immediate family, or who are called into active military duty may receive a 100% refund. Other requests will be reviewed on a case-by-case basis, and refund amounts (if awarded) will be decided by the Registrar. Petitions are reviewed monthly, and notification of the final decision is sent to the student by email. The General Petition Form can be downloaded at carey.jhu.edu/uploads/documents/PETFORM2017.pdf (http://carey.jhu.edu/uploads/documents/PETFORM2017.pdf) and mailed with supporting documentation to:

Registrar’s Office
Johns Hopkins Carey Business School
100 International Drive
Baltimore, MD 21202

Submissions may also be faxed to 410-800-4096 or emailed to carey.registration@jhu.edu.

### Full-Time Students

A full-time student who is academically suspended or receives an honor code violation, and required to leave Carey for a semester or permanently, will not receive a refund for tuition charged at the time of the suspension, during a semester. A prorated portion of the tuition will be applied to future semesters based on the refund schedule for academically suspended students. If a student fails to return or is dismissed permanently, no refund will be given. In instances where a student is receiving federal financial aid, the aid will be recalculated and refunded to the federal government. The student is still responsible for the entirety of the tuition.

In order to receive the degree for the full-time students program of study, the student must pay the entire published cost of the tuition regardless of the number of terms needed to complete the degree.