

# OLLI at UNLV Membership Fee Refund Policy

OLLI at UNLV is a Membership Fee based lifelong learning institute for retired and semi-retired adults. As membership fees for the program are inclusive, any member requesting a refund acknowledges discontinuation of all membership benefits as they pertain to the OLLI at UNLV program in its entirety.

## 1. Refunds

- a. A full refund of membership fees will be provided
  - i. Before the semester begins
  - ii. Within the first week of OLLI at UNLV classes, if a member determines our program is not what they are looking for in lifelong learning
  - iii. If OLLI at UNLV cancels the course(s) in which the member was interested
- b. A partial refund of membership fees will be provided in accordance with the following timelines:
  - i. **Week 3-4-** 75%
  - ii. **Week 4-6-** 50%
  - iii. **After week 6-** No Refund
  - iv. **Refunds for the spring and summer portion annual memberships following week six in the fall or for the summer portion of the semi-annual membership following week six in the spring will be reduced by the full price of the preceding semester.**

## 2. Refund Process

- a. To receive a refund members will need to provide a written request to the OLLI at UNLV Administrative Team. Written requests can be provided by using the following:
  - i. **Mail**  
Attn: OLLI at UNLV  
851 E Tropicana Ave Bldg 500, Las Vegas, NV 89119
  - ii. **Email-** [olliatunlv@unlv.edu](mailto:olliatunlv@unlv.edu)
- b. The member requesting a refund will need to turn in their parking permit to the OLLI at UNLV Administrative Team before the refund will be processed by Client Division Services
- c. Refund will be provided to the original method of payment upon receiving all required documents.
  - i. **Credit Cards-** Refunds issued to the original account within 7 to 10 business days. (If the original credit card charge is over 120 days old, a refund check will be issued and mailed to the payer using the address on file.)
  - ii. **Check, Money Order, -** Refunds will be issued via check. Students can expect refund checks to be mailed to the address on file within.

## OLLI at UNLV Membership Fee Revision

The OLLI at UNLV Administration and the Steering Council have determined a rate revision of Membership Fees is in order. As such, the OLLI at UNLV Membership Fees will be as follows beginning fall 2023:

<b>Term</b>	<b>Revised Fees</b>
<b>Annual</b>	\$219
<b>Fall or Spring</b>	\$105
<b>Spring &amp; Summer</b>	\$139
<b>Summer</b>	\$49

<b>Refund chart Semester Memberships</b>	<b>Fall</b>	<b>Spring</b>	<b>Summer</b>	<b>Summer 2023</b>
Thru end of week 2	\$105	\$105	\$49	\$44
Week 3 - 4	\$78.75	\$78.75	\$36.75	\$33
Week 5 - 6	\$52.50	\$52.50	\$24.50	\$22
<b>Refund Chart Annual/Semi-annual Memberships</b>	<b>Annual F-Sp-Su</b>	<b>Annual Sp-Su</b>	<b>Semi Sp-Su</b>	<b>Semi Summer</b>
Thru end of week 2	\$219	\$114	\$139	\$29
Week 3 - 4	\$196.50	\$85.50	\$115.25	\$21.75
Week 5 - 6	\$174	\$57	\$91.5	\$14.50

## **Annual and Semi-annual (Spring Summer) Membership Fee Refunds**

### **Annual refund requested in fall:**

- First 2 weeks receives full refund of \$219.
- Weeks 3-4, 75% refund of fall portion (75% of \$90 = \$67.50) and 100% of spring/summer portions (\$129) = \$196.50.
- Weeks 5-6, 75% refund of fall portion (50% of \$90 = \$45) and 100% of spring/summer portions (\$174).
- After week 6 of the fall semester, annual memberships will be refunded in accordance with the policy for refunds of annual memberships requested in the spring.

### **Annual refund requested in spring:**

- First 2 weeks, receives refund of spring and summer portions ( $\$90 + 39 = \$129$ ) less a \$15 adjustment to revise fall semester prorate ( $\$129 - \$15 = \$114$ ).
- Weeks 3-4, receives refund of 75% of spring and summer portions ( $\$90 + 39 = \$129$ ) less a \$15 adjustment to repeal fall semester prorate ( $\$129 - 15 = \$114$ ),  $\$114 * 75\% = \$85.50$ .
- Weeks 5 - 6, receives refund of 50% of spring and summer portions ( $\$90 + 39 = \$129$ ) less a \$15 adjustment to repeal fall semester prorate ( $\$129 - 15 = \$114$ ),  $\$114 * 50\% = \$57$ .
- After week 6, refunds are not available for individuals on an annual membership for their spring or summer membership fees.

### **Spring-Summer package refunds requested in spring:**

- First two weeks receives a full refund of \$139.
- Weeks 3-4, 75% refund of spring portion (75% of \$95 = \$71.25) and 100% of summer portion (\$44) = \$115.25.
- Weeks 5-6, 50% refund of spring portion (50% of \$95 = \$47.50) and 100% of summer portion (\$44) = \$91.50 .
- After week 6, Spring-Summer package memberships will be refunded in accordance with the policy for refunds of Spring-Summer package memberships requested in the summer.

### **Spring-Summer package refunds requested in Summer:**

- First two weeks receives a full refund of the summer portion less a \$15 adjustment to repeal the spring semester prorate ( $\$44 - \$15 = \$29$ ).
- Weeks 3-4, individuals will receive a refund of 75% of the \$29 remainder (\$21.75). ● Weeks 5-6, 50% of the \$29 remainder (\$14.50).
- No summer refunds will be processed after week 6.