

Room and board refunds are calculated for each student based on the amount of grants and scholarships (“gift aid”) they received from all sources. Grants and scholarships include but are not limited to all sources including institutional, state, federal, tuition benefits, veteran benefits, and outside sources (church, civic organizations, etc.). Merit and talent based scholarships are included. The initial calculation begins with a refund based on unused meal plan swipes and dining dollars plus the number of days of room charges not able to be utilized and is modified by the amount of grant aid, if any, received.

This approach prorates each refund based on financial aid grants awarded by the College or government sources. Underlying this approach is that each payment from a student and family is spread over all of the charges for a semester, as are student grants. In reversing this process—refunding money for unused housing and meal plan—we returned the share the student and family paid from their own resources, including loans.

Example of a student living on campus if the College moves to remote learning halfway through the on campus portion of the semester :

Room charge for semester: \$2,895

50% of semester’s room charge: \$1,448

Total charges for the semester: \$33,598

Grant aid student received for semester from all sources: \$25,255

Student payment and loans: \$8,343 (24.8% of the semester bill)

Credit refund for housing to the student:

\$1,448 room charge x .248 = \$359 returned to student

Example of a student subscribed to a Gold meal plan (Muhlenberg's most common meal plan):

Board charge for semester: \$2,370

Dining Dollars already spent: \$189 of \$339 Dining Dollars (leaving \$150 unused)

Swipes already used: 78 of 178 swipes (leaving 100 swipes, or 56.2%, unused)

Unused Dining Dollars: \$150

Unused swipe value: \$1,141 ($\$2,031 \times .562$)

Total unused meal plan value: \$1,291

Total charges for the semester: \$33,818

Grant aid student received for semester from all sources: \$25,255

Student payment and loans: \$8,433 (24.8% of the semester bill)

Credit refund for housing to the student:

$\$1,291$ unused meal plan value $\times .248\% = \$320$ returned to student