



## SUMMER PROGRAMS

### REFUND AND WITHDRAWAL INFORMATION FOR UPPER SCHOOL COURSES

**Refunds:** All questions about refunds should be directed to the Summer School Programs Office. There will be a cancellation fee for withdrawal from any of the Summer School Programs, except in the case of a COVID-related withdrawal prior to the start of the class (see COVID-19 refund policy below).

#### Upper School Course Withdrawal Fees

- \$50 fee for withdrawals that occur on or before April 1.
- \$100 fee for withdrawals that occur between April 2 and May 1.
- Fifty percent (50%) of the tuition between May 2 and June 1.
- No refunds will be made for withdrawals after June 1.

#### **Withdrawals from For-Credit Courses:**

Students who withdraw from a course will not earn credit for the course or receive a grade. They will, however, be charged for the course (see our Refund policy).

For Lakeside students, the discretionary Summer School course withdrawal period is the first two weeks of class. If students withdraw from the course within the first two weeks, the course will not appear on the student's transcript. If a Lakeside student withdraws from the course after the first two weeks of class, the notation on the student's transcript will be W/P (withdraw while passing) or W/F (withdraw while failing). The notation is determined by the Summer School Director in consultation with the relevant teacher.

#### **COVID-19 Refund & Withdrawal Policy:**

If on-campus learning cannot continue due to COVID-19, courses will shift to remote learning. If a student is unable to continue attending a Summer School course due to COVID-19 exposure, that student should quarantine at home and continue the course remotely. Summer School teachers will be prepared to offer remote instruction to students who must stay home for health and safety reasons.

#### **Force Majeure Clause:**

Lakeside Summer School Programs will not be responsible or legally liable for any tuition refund or for any loss, costs or damages for any delay or failure of its performance under this agreement, including any changes in programming, cancellation or other alteration, resulting from an act of God or other condition beyond its control (force majeure). Conditions resulting in a force majeure include but are not limited to fire or other natural disaster, war, violence or terrorism, infectious disease epidemic, or other disruptive major event. In the event of a force majeure, Lakeside Summer School Programs will suspend or alter its performance if and until, in its sole discretion, it is able to appropriately resume performance.

***All withdrawals must be requested in writing to the Summer School Programs office.  
Requests may be emailed to [SummerSchool@lakesideschool.org](mailto:SummerSchool@lakesideschool.org).***