

Financial Aid Fact Sheet

WITHDRAWAL AND TITLE IV FUNDS

Title IV Funds include Federal Pell Grant, Federal SEOG, Federal Perkins Loan, Federal Direct Loan.

Return of Title IV Funds

The College is required to return Title IV funds, if a recipient withdraws during the first 60 percent of the semester. The refund calculation and process is governed by federal regulation, and the College is required (a) to determine the portion of aid earned by the student up until the date of withdrawal and (b) to refund or repay the amount of unearned aid.

Withdrawal Date. For the purposes of Title IV refund policy, the withdrawal date of an **official withdrawal** is the date the student initiated the withdrawal process or notified the any administrative office of his or her intention to withdraw as the withdrawal date. In the event of an **unofficial withdrawal**, the College determines the last date of academic activity that can be documented in the College's records and uses that date as the withdrawal date. Where no official date is determined, students will receive no more than 50 percent of eligible funds.

Earned Title IV Aid. The U.S. Federal Government determines the amount of Title IV funds a student has earned, as of the withdrawal date. The amount of the Title IV program assistance earned is based on the amount of time the student spent in academic attendance. Earned financial aid is therefore determined by counting the number of days the student attended during a specific period of enrollment and then dividing this number by the total number of days in the term.

Unearned Title IV Aid. Unearned Title IV aid is the amount of Title IV funds credited to the student account to cover the period of semester after the withdrawal date. The College is required to calculate and return all unearned Title IV aid.

Example. For example, a student receives \$1000 in Pell Grant funds. The student attends 30 days of the semester, which has 80 days of instruction. The student earned 38 percent (30/80) of the Title IV aid or \$380. In the above example, 62 percent (100 – 38) of the Title IV aid credited to the student account is considered unearned. Therefore, \$620 must be returned to the Pell Grant program.

Notice. If a student withdraws and is subject to the Return of Title IV Funds policy, the College completes the calculation in a timely manner, awards are adjusted, aid is refunded and/or repaid, and the student is notified in writing.

Refund Distribution Order. If a refund of Title IV funds is required, funds are returned in the following order:

1. Federal Unsubsidized Direct Loan Program
2. Federal Subsidized Direct Loan Program
3. Federal Direct PLUS Program
4. Federal Perkins Loan Program
5. Federal Pell Grant Program
6. Federal SEOG Program
7. Other Title IV Programs
8. Other federal, state, private, and institutional programs
9. Student

Repayment Distribution Order. If a repayment of Title IV funds is required, funds are repaid in the following order:

1. Federal Perkins Loan Program
2. Federal Pell Grant Program
3. Federal SEOG Program
4. Other Title IV Programs
5. Other federal, state, private, or institutional programs