

## Withdrawing and/or Failing Classes and the Return To Title IV Calculation

Students who receive federal funds, including federal loans, as part of their financial aid packages and do not successfully complete the academic term may be subject to returning a portion of those funds.

### Withdrawing from classes or Failing classes

Students who withdraw from all their classes on or before the 60% completion date are required to repay a percentage of the financial aid they received. The date used for this calculation will be the last date of attendance as reported by the instructor. Before withdrawing, you should contact the financial aid office for more information. Amounts must be repaid within 45 days of your withdrawal date. Student who fail all classes or have a combination of failing grades and withdrawals, will have a Return to Title IV calculation performed. The last date of attendance as submitted by the instructor will be used in the calculation.

### Student record holds

A hold is placed on records for students who have not repaid. A student may not be able to register for classes or receive financial aid until the funds are repaid and the hold is removed. Students will not be able to receive transcripts if they have a balance on their account.

### Enrollment in classes in one session (all classes span the entire semester):

If you fail to earn a passing grade in at least one class during the semester, you will need to repay a portion of your financial aid received. If you earn an F because you stopped attending class prior to completing at least 60 percent of the semester, federal regulations require that a portion of your federal financial aid be returned to the grant and loan programs. We will use the last date of attendance for this calculation. If you have questions, contact the financial aid office.

### Enrollment in multiple sessions (classes are of different lengths):

There are new rules affecting course or courses that do not span the entire length of the payment period or period of enrollment. For example, 8 week courses do not span the entire length of the Fall or Spring semesters. All classes in the Summer term are considered to be courses offered in modules because none of the courses offered span the entire length of the summer term. You must complete all courses with passing grades. Failure to complete all the days in the payment period will result in a Return of Title IV Calculation. A student must also provide written confirmation at the time of withdrawal that he/she will attend a module that begins later in the same period.

Example:

Student is enrolled in a three hour course for Summer Session 1 and a 3 hour course for Summer Session 2; Student drops course in Summer Session 1. Student must give written confirmation he will be attending Summer Session 2 or a Return to Title IV calculation must be performed.