

Financial Aid

Return of Title IV

These policies are implemented in accordance with the United States Department of Education's federal guidelines governing Title IV aid, 34 CFR 668.21 and 668.22, as well as state and institutional policies. This policy shall apply to all students receiving Title IV assistance including Federal Pell Grants and Federal Supplemental Education Grants (SEOG).

Students are awarded Title IV assistance under the assumption that the student will attend the entire period for which assistance is awarded. If a student withdraws officially, unofficially (*ceases attendance in all registered courses for a period of enrollment without completing the official withdrawal process*), or never attends, they may no longer be eligible for the amount of aid originally awarded or disbursed.

Refund Policy

Refunds on all institutional charges will be calculated by the Cashier's Office in accordance with the Walters State institutional refund policy as stated in the WSCC Online Catalog/Student Handbook under "Cost" and applied directly to the student account. Also, refer to the Timetable of Classes – Fee/Refund information section.

Students may submit a written appeal for a refund to the school's Cashier's Office for extenuating circumstances surrounding their withdrawal from school.

Repayment Policy

Students that withdraw or cease attendance during a payment period or period of enrollment in which they began attendance are subject to a Return of Title IV calculation. A school must determine what portion of Title IV assistance is earned by the student. A pro-rated schedule is used up through the 60% point to determine the amount the student has earned at the time of withdrawal. After the 60% point, a student has earned 100% of the funds received or applied to the student account.

A student may be eligible to receive a post-withdrawal disbursement if the portion of assistance earned is greater than the amount disbursed. If the calculation determines that a student is eligible to receive a post withdrawal disbursement, the student will be notified within 30 days of determining the student's withdrawal. The post-withdrawal disbursement will be applied directly to the student account upon completion of the calculation.

If the calculation reveals that the amount disbursed to the student is greater than the amount the student earned, the unearned funds must be returned. The funds will be returned to the Federal Programs in the following order:

- Federal Pell Grant
- Federal SEOG

The portion of unearned Title IV assistance is calculated by using a federally mandated formula as provided to the institution by the Department of Education. Walters State Community College is obligated to return these funds, including those that may have previously been applied to the student account for institutional charges. Students are also obligated to return unearned funds beyond the institutional portion to the Department of Education. Factors considered in the formula include the amount of Title IV assistance received or eligible to receive, institutional charges, number of days in the payment period and withdrawal date.

The withdrawal date as determined by the institution is:

- A. The date the student began the official withdrawal process or provides official notification to the school of his or her intent to withdraw (see WSCC Online Catalog/Withdrawals and Honorable Dismissals) or
- B. The midpoint, or last date of attendance of an academically-related activity past the midpoint, for a student who ceases attendance without providing official notification or unofficial withdrawal.

The amount of unearned assistance is then determined by subtracting the percentage earned (number of days attended divided by the number of days in the period) from 100%. No program can receive a refund if the student did not receive aid from that program.

The Financial Aid Office will notify the student in writing within 30 days of the amount due to Walters State Community College as well as the amount due to the Department of Education (if applicable).

Students are responsible for making federal grant repayments. THEY MUST ALSO REPAY WALTERS STATE FOR ANY FUNDS RETURNED TO THE U.S. DEPARTMENT OF EDUCATION ON THEIR BEHALF. A student does not owe a repayment directly to the Department of Education if the original student portion of the grant overpayment is \$50 or less.

STUDENTS WHO HAVE NOT REPAID OR MADE ARRANGEMENTS TO REPAY WILL BE INELIGIBLE FOR TITLE IV AID AT ANY COLLEGE/UNIVERSITY.

Students are encouraged to contact the Financial Aid Office prior to withdrawing from any course to determine how the withdrawal will impact their financial aid and future eligibility.

ws.edu/financial-aid/

All other aid recipients are subject to the policies of the appropriate governing agency.