

## **“Financial Aid Withdrawal Information – Return to Title IV”**

### **Financial Aid Return to Title IV Policy/Notification**

Students receiving federal financial aid at Cuyahoga Community College, who withdraw from ALL financial aid eligible courses, during the semester are subject to Federal Return to Title IV calculations. The US Department of Education requires colleges and universities administering financial to complete this calculation for each financial aid student withdrawing from courses. This calculation may create a balance for students, as the college may be required to return a portion of a student’s federal financial aid monies to the Department of Education, on the student’s behalf. It should be noted the financial aid withdrawal calculation is separate from the college’s withdrawal schedule and percentages.

### **Schedule Changes/Adjustments**

Students choosing to make schedule adjustments where one or more courses are dropped or withdrawn, but remain in at least one course are not subject to this calculation. However, schedule adjustments may affect a student’s enrollment which may require financial aid to be adjusted based on the change in enrollment for the semester. Withdrawing from courses may also affect a student’s Satisfactory Academic Progress (SAP), that semester or a future semester. Students are reminded that SAP requires a 67% course completion rate, completing their degree within 90 attempted credit hours, and at least a 2.0 GPA.

### **Return to Title IV Timeframe**

The Student Financial Aid & Scholarships office is required to complete this calculation and return and required funds to the Department of Education, on the student’s behalf, within 45 days.

### **Post Withdrawal Disbursement**

If financial aid has not yet disbursed for the semester, the college is still required to complete the calculation. In this calculation a student may earn a Post Withdrawal Disbursement. This is financial aid earned by the student for the time of enrollment, which is disbursed to the students account to assist with any outstanding balance.

Funds earned from these calculations count toward a student’s lifetime Pell grant eligibility or aggregate student loan limits. Only grant funds (Pell or SEOG) can automatically be applied to a student’s account. If a student is owed a Post Withdrawal Disbursement from a student loan, the student must contact the college to let them know they wish to have these funds disbursed. Students should be reminded any loan funds disbursed will have to be re-paid to the US Department of Education at a later date. Students are encouraged to check with the Student Financial Aid & Scholarships Office for a better understanding as to how withdrawing from a semester may affect their financial aid standing going forward.

### **Withdrawal Outcomes**

Once the Return to Title IV calculation is completed, there are three possible outcomes: A Post withdrawal Disbursement, a return of Financial Aid funds to the US Department of Education on the student's behalf, or an Overpayment. Since the Post Withdrawal Disbursement or the return of a portion of funds on the student's behalf may leave a balance due to the college, any unpaid balances will be sent to the Ohio Attorney General's Office during the following semester. Any outstanding balance will prevent a student from being able to register for a future semester, until the balance is paid in full.

### **Overpayment as a result of Return to Title IV Calculation**

Along with owing Cuyahoga Community College, students may also receive what is known as an overpayment. This occurs when the student has received more aid than eligible for their time of enrollment. In these instances, the student may owe not only Cuyahoga Community College **but also** the US Department of Education. Students owing an overpayment will need to work with the US Department of Education to work to repay these funds. The US Department of Education can be reached at 800-621-3115. Students can reach out to the Department of Education to establish a satisfactory repayment plan. Students will be able to see any overpayment information on their Student Aid Report (SAR) and will also be prevented from earning additional Title IV Financial aid until a repayment plan has been established with the US Department of Education.

### **Return to Title IV Notification to Students**

Once the calculation has been completed by the college, a student will receive a letter with the outcome of their withdrawal. The letter will include the withdrawal date, the percent earned, and the amount of aid returned on the student's behalf. In the instance a student is owed a Post Withdrawal Disbursement, the letter will state the amount of financial aid earned and the amount of the Post Withdrawal Disbursement. Please note, only grant funds (Pell or SEOG) can automatically be applied to a student's account. If a student is owed a Post Withdrawal Disbursement from a student loan, the student must contact the college to let them know they wish to have these funds disbursed. Students should be reminded any loan funds disbursed will have to be re-paid to the US Department of Education at a later date. Any balance remaining is then the student's responsibility and they should work with the Bursar's Office to repay any outstanding balance.

### **Late Withdrawal Exception Process**

Students applying for the college's Late Withdrawal Exception process receiving financial aid are still subject to the Federal Return to Title IV regulations as well. Any student receiving federal Title IV financial aid funds is subject to the policy, regardless of the circumstance unfortunately. Students should be aware information provided in the withdrawal packet will be used to calculate their return based on the last date of attendance provided by instructors. Since the Late Withdrawal Exception process informs the college a student has ceased attendance in all courses, whether the exception appeal is approved or denied, the college is required to complete the Return to Title IV calculation.