

When a Student Withdraws Before a School's Census Date

A student begins earning Title IV funds on his or her first day of attendance. Therefore, even if a student withdraws before a school's census date, the school must perform a Return calculation using the number of days the student attended or the number of scheduled clock hours the student attended class as the numerator in Step 2, Part H.

General requirements

Title IV funds are awarded to a student under the assumption that the student will attend school for the entire period for which the assistance is awarded. When a student withdraws, the student may no longer be eligible for the full amount of Title IV funds that the student was originally scheduled to receive.

If a recipient of Title IV grant or loan funds withdraws from a school after beginning attendance, the amount of Title IV grant or loan assistance earned by the student must be determined. If the amount disbursed to the student is greater than the amount the student earned, the unearned funds must be returned. If the amount disbursed to the student is less than the amount the student earned, and for which the student is otherwise eligible, he or she is eligible to receive a post-withdrawal disbursement of the earned aid that was not received.

When a student is considered to have withdrawn

A student is considered to have withdrawn from a payment period or period of enrollment if

- ◆ in the case of a program that is measured in credit hours, the student does not complete all the days in the payment period or period of enrollment that the student was scheduled to complete;
- ◆ in the case of a program that is measured in clock hours, the student does not complete all of the clock hours and weeks of instructional time in the payment period or period of enrollment that the student was scheduled to complete; or
- ◆ for a student in a non-term or nonstandard-term program, the student is not scheduled to begin another course within a payment period or period of enrollment for more than 45 calendar days after the end of the module the student ceased attending, unless the student is on an approved leave of absence, as defined later in this chapter.

Please see *Withdrawals from programs offered in modules* later in this chapter for more information about withdrawals from modular programs.

If a student remains enrolled only in non-Title IV-eligible courses

A student's schedule sometimes includes courses the student is taking for credit and for which he or she may receive Title IV funds, and courses for which the student may not receive FSA funds—courses the student is auditing, completing (courses in which he or she previously received an "Incomplete"), or repeating for a second or greater time (see *Volume 1* for a discussion of when a student may and may not receive Title IV funds for retaking a course).