



UNIVERSITY OF
NORTHERN COLORADO

Withdrawals and the Return of Title IV Funds Policy

Office of Financial Aid

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GENERAL OVERVIEW

The University of Northern Colorado (UNC) adheres to federal regulations (34 CFR 668.22) when completing Return to Title IV fundere(o)15 (1n.3 (i)-e)-1.6 wfter .6 (o)0 1 Tf8.E6 w2uep1 Col n pra NCrupi (t)6.4.6 (o)10.9 (r)-4 (t)-4..4.6 (o)1()10.

When a student dies the withdraw date cannot be later than the date of the student's death. The University maintains documentation received that the student has died and determines an appropriate withdrawal date. The Office of Financial Aid (OFA) works closely with the Office of the Registrar and Student Account offices when a student had aid disbursed. If the student's aid has not disbursed, then the aid will be canceled depending on the circumstances. In cases of death, UNC makes no post-withdrawal disbursements.

UNIVERSITY CHARGES

University charges used for R2T4 calculation are tuition and fees, university billed room and board, and other charges that are paid directly to the University. Fees that are required of all students in a program are included in the ca be canceled dependit g

POST-WITHDRAWAL DISBURSEMENT

If the amount disbursed to the student is less than the amount the student earned, and the student is eligible for the funds, the student may be eligible for a post-withdrawal disbursement. A student is eligible for a post-withdrawal disbursement of aid if the student has met the required conditions necessary for a late disbursement. These conditions include a student having a valid SAR/ISIR with an official EFC and a university originated loan; originated prior to the withdrawal date.

Post-withdrawal disbursements are made within 180 days of the date the institution determines the student withdrew. Loan funds are disbursed within this timeframe when a student or parent confirms they accept the loan amounts. UNC determines how much a student is eligible for in a post-withdrawal disbursement by using the return calculation and entering the aid as aid that could have been disbursed.

UNC makes the post-withdrawal disbursement of grant funds no later than 45 days after the date the school determined the student withdrew (34 CFR 668.22 (a) (5) (ii) (B) (1)).

If a student is eligible for a post-withdrawal disbursement in grants and loans, the disbursement is from the available grant funds first and then the loans as stated in 34 CFR 668.22 (5) (i).

UNC informs the parent or student in writing of their acceptance/possibility of a post-withdrawal disbursement of loans within 30 days of the University's determined date of withdrawal. This notification includes information that:

- Identifies the type and amount of the loan funds UNC wishes to make to the student's account or disburse directly to the student or parent.
- Explains to the student or parent they may accept or decline all, or a portion of the funds.
- Explains to the student or parent the obligation to repay the loan funds whether the funds are disbursed to the student's account, or the student or parent receives the credit balance from the loan.
- Points out advantages of keeping loan debt to a minimum.
- Makes clear that a student and/or parent may not receive a direct disbursement of loan funds that the institution wishes to credit to the student's account unless the institution agrees to do so.
- Makes clear to the parent or student they do not have to accept some or all the loan funds and UNC will not disburse those funds. The confirmation of the amount of loan funds accepted must be received in writing.
- Includes the deadline for response from the student or parent. UNC sets a deadline of 14 days as of the date the letter is sent to the student or parent. UNC makes it clear that if the student or parent does not respond the University is not required to make a post withdrawal disbursement. However, UNC may choose to accept a late response from the student or parent if the University chooses. If the University chooses not to make the post withdrawal disbursement because of a late response UNC must notify the student or parent why they chose not to make the disbursement and that notification must be in writing.
- Makes clear that UNC documents and maintains the result of the notification process and final disbursement determination.

UNC does not need the student's permission to make a post-withdrawal disbursement of grant funds if the funds would pay down current

determines that the student ceased attendance because of circumstances beyond the student's control (34 CFR 668.22 (c)(1)(iv)).

The second type of unofficial withdrawal is all other withdrawals where official notification is not provided by the student. In these circumstances the withdraw date is the midpoint of the payment period (50%) or the last date of participation in an academically related activity. (34 CFR 668.22 (c)(1)(iii))

For unofficial withdraws the University must determine a student's withdrawal date within 30 calendar days from the earlier of the end of the payment period, the end of the academic year, or the end of the student's educational program (34 CFR 668.22 (j)(2)).

Additionally, if