

Return of Title IV Funds Policy

Withdraw From All Classes

If a student will be withdrawing completely from a term, they must do so according to Minnesota North's withdraw policies. The withdrawal must be completed by the published deadlines and the student is responsible for understanding the impact of such action on their student account. The outcome of a complete withdrawal depends on when the withdrawal is initiated and the type of financial aid received. A complete withdrawal may also negatively affect academic progress.

Financial aid recipients who completely withdraw from their period of enrollment or stop attending classes prior to the 60% point of their period of enrollment are subject to the federal Return of Title IV calculation for federal aid and the Minnesota Office of Higher Education (MHESO) refund calculation for Minnesota State Grant, SELF Loan, Child Care Grant, Safety Officer's Survivor's Grant, Indian Scholarship, ACHIEVE Scholarship, and Learn and Earn. The percentage of Title IV aid to be returned is equal to the number of calendar days remaining in the period of enrollment divided by the number of calendar days in the period of enrollment. Scheduled breaks of more than four consecutive days are excluded. Examples of both calculations are available in the Financial Aid Office.

If the student who totally withdrew (officially or unofficially) from classes received State financial aid funding (including State Grant, Child Care Grant, SELF Loan, Safety Officer's Survivor's Grant, Indian Scholarship, ACHIEVE Scholarship, and Learn and Earn), a portion of the unearned funds must be returned if the total withdrawal took place within the first 20 business days of the semester (full semester classes).

The responsibility to repay the unearned financial aid is shared by the college and the student. First the college's share is returned to Title IV programs in the following order: Federal Direct Unsubsidized Loan, Federal Direct Subsidized Loan, Federal Perkins Loan, PLUS Loan, Federal Pell Grant, Federal Additional Pell Grant, and Federal SEOG. Any remaining unearned aid is then the responsibility of the student and must be collected from the student and returned to the Title IV programs in the order listed above.

Minnesota North College will return its share of unearned Title IV funds no later than 45 days after it determines that the student withdrew or stopped attending classes. Students return their share of unearned aid attributable to a loan under the terms and conditions of the promissory note. Grant repayment is made to the college under the repayment guidelines identified in a notice sent to students after the recalculation is complete.

If the student has received less Title IV aid than the amount earned, the student is due a post-withdrawal disbursement. Title IV grant funds will be applied to any unpaid tuition and fees balance for the term. If Title IV loan funds are part of a post-withdrawal disbursement, the student (or parent, in the case of a PLUS loan) will be contacted in writing to approve or decline. If the post-withdrawal disbursement creates excess financial aid on the student's account, the funds will be disbursed to the student.

Students may also be eligible for a partial tuition and fees refund. Information on the college's tuition refund policy, including the dates and refund percentages, are located in the college Handbook.

Official and Unofficial Withdraw From Classes

If a student will be withdrawing completely from a term, they must do so according to Minnesota North College's withdraw policies. The student is responsible for understanding the impact of such action on their student account. The withdrawal date is the date the student begins the process. The date of the withdrawal is then used to calculate the Return of Title IV funds amount.

If a student unofficially withdraws (stops attending) from the College, there would be no official notification provided by the student. The College will determine the withdrawal date (last date of attendance-LDA) no later than 30 days after the end of the payment period. Grades of FN-1858 are reported by faculty designating the student never attended. Grades of F are reported by faculty indicating the student completed the term but failed the course. Grades of FN with an LDA reported by faculty indicate the student attended at least one class session but last attended on the LDA date. Faculty also report LDA's for the grade of NC. Minnesota North College is not required to take attendance. Thus the student withdrawal date is either the last date of attendance by the faculty, or if not reported the mid-point of the term or later, up the 60% point. The Financial Aid office, and the Records Office work together to determine which students are subject to R2T4 and the date to be used.

Withdraw From Some Classes

Withdrawing from even just one credit, can significantly change your financial aid eligibility.

- All or part of your financial aid may be reduced or canceled.
- If you did not regularly attend/participate in class(es), financial aid eligibility will be canceled.
- If you are enrolled less than half time, you will begin repayment on your student loan when your grace period ends.
- You may not meet academic progress requirements for future financial aid.
- You may have a balance due on your account because your financial aid awards may have to be adjusted.
- If you withdraw from class after the tuition refund period ends, you will responsible for tuition payment even if your financial aid is reduced or canceled.
- A hold will be placed on your account until you pay the balance in full and you will not be allowed to enroll in any future semesters or access college services (transcripts, etc.).
- If you have stopped attending class(es), you must immediately withdraw yourself from class(es). Contact the Financial Aid Office if you have questions on your specific situation.