

# Boise State Complete Withdrawal Policy

Important information for students receiving any of the following types of aid:

- ◆ *Pell Grant*
- ◆ *ACG or SMART grant*
- ◆ *SEOG Grant*
- ◆ *Perkins Loan*
- ◆ *Direct Loan - subsidized or unsubsidized*

Please read the following information carefully before you decide to withdraw from all your classes. Also carefully read the [Satisfactory Academic Progress policy](#) before withdrawing.

**The Financial Aid Office is required to perform a Return of Title IV Funds calculation** for all students who withdraw from a semester after having begun attendance in their classes. **Many students are required to repay federal financial aid funds.** The calculation is dependent upon the term from which you withdraw, the aid that applied towards your fee charges, any remaining aid you received, the date of your withdrawal, and a variety of other factors.

The withdrawal date is used in the calculation to determine whether or not you retain eligibility for any portion of the aid that was advanced to you for the semester. Any aid you received above that which you are determined to be eligible is considered to be "unearned" and must be returned.

The withdrawal date is also used to determine whether or not a credit of any fees is available for the remainder of the semester. If a credit of fees is available, the amount will first be applied toward the reimbursement of the aid programs from which monies were advanced for aid which you did not "earn" during the period you were in attendance.

**Refund policy:** In general, students receive no refund of fees if they withdraw from Boise State after the 10<sup>th</sup> day of classroom instruction.

If you withdraw before the first day of classes, you are not eligible for any of your federal aid.

1. Fees will be cancelled.
2. **Loan and Grant** funds used to **pay your student fees** will be removed from your student account and returned to the federal government.  
Loan and grant funds **refunded to you** must be repaid to Boise State University.

If you withdraw on the first day of class through the 10th day of class, we will assume that you have never attended classes and you will not be eligible for any of your federal aid.

1. Fees will be cancelled.
2. Your Boise State account will reflect a \$25 withdrawal fee.
3. **Loan and grant** funds used to **pay your student fees** will be removed from your student account and returned to the government, as prescribed by federal financial aid rules. **Loan and grant** funds **refunded to you** must be repaid to Boise State University. Students who have attended class have the opportunity to furnish written confirmation of attendance from their professors. This documentation must be submitted to the Financial Aid Office within 10 days of receiving a notice to repay funds. In this case, a student may be eligible for some

of the financial aid issued to him/her. The actual amount to be returned will be determined by the calculation explained below.

If you withdraw on the 11th day of the term up to the 60% portion of the semester\*, you

1. Are charged the full amount of your fees.
2. Are responsible for paying a \$25 withdrawal fee.
3. Are eligible to keep a percentage of the aid used to pay your fees. The portion you are not eligible to keep will be returned to the government. The amount returned is based on the number of days from the start of classes until you withdraw (i.e. the percentage of the semester you spent in class.)
4. **Must repay Boise State the amount of your aid to be returned to the government**, since all students are charged full fees if they withdraw after the 10th day of the term.
5. **Might also be required to repay some of your grant funds** to the federal government. In these situations, you will be mailed a letter and contract with instructions on how to return the funds. Boise State will initially serve as your liaison to the federal government. Failure to sign the contract by the specified deadline, or failure to repay the grant funds in accordance with the contract, will cause the "overpayment" to be referred to the federal government for collection. When this occurs, a student is not eligible for future federal aid until the "overpayment" is resolved.

Once you officially withdraw, the Financial Aid Office will determine what you owe, and will notify you of the amounts you will be required to repay. In order to determine these amounts, you must have withdrawn – no calculation will be performed prior to your withdrawal.

\* Note that the last day you may completely withdraw from Boise State for the Fall or Spring semester without going through an appeal process is prior to the 60% date of the semester.

#### **THE FIGURES BELOW ARE PROVIDED AS AN EXAMPLE ONLY:**

**Disclaimer:** The Return of Title IV funds calculation is very complicated and very individualized. This example is provided to help you visualize what the policy is saying, but it is not functional for you to calculate your own repayment amounts.

#### **Example:**

For Fall, you received a Pell Grant of \$800 and a Subsidized Direct Loan of \$2,709 (the net amount of the loan). The amount of your student fees and health insurance were \$2573. You withdrew on September 18, the 16th day of the semester.

Based on the above information, a Return of Title IV calculation is performed which determines if any of your financial aid is to be returned to the federal government. The calculation determines that 73.1% or \$1881 of the aid applied towards your fees is "unearned" and must be returned. Since your withdrawal date is beyond Boise State's refund period, no offsetting credit of fees is available. Boise State automatically adjusts your financial aid award by reducing the least desirable aid first, which is the subsidized loan in this example, and returns the \$1881 to the Direct Lender. In doing so, you will see a balance due on your Boise State student account in the amount of \$1881 and you will be responsible for reimbursing this amount to Boise State. You may make payment arrangements with Boise State Account Maintenance Office (Admin. 209) for the balance due. The Direct Lender will also reduce your total loan balance accordingly.

## Comparison of Complete Withdrawals and Dropping Classes

Comparison 1: Assume that all classes are semester long classes and aid has disbursed

|  | Complete Withdrawal<br>Dropping ALL Classes |  | Dropping <u>some</u> but not ALL classes <sup>2</sup>                        |  |
|--|---|--|--|--|
|  | Class Day 1 - 10                            | Day 11 - 60% of sem.   | Class Day 1- 10  | After 10 <sup>th</sup> Day   |
| Return of Title IV Calc                          | No  | Yes  | No   | No   |
| May owe back Loan money to BSU                   | Yes   | Yes  | No   | No   |
| May owe back Grant money to BSU                  | Yes   | Yes  | Yes  | No - if student attended the class<br>Yes - if student didn't attend the class |
| Existing loans go into repayment or grace period | Yes   | Yes  | No - if $\geq 6$ credits <sup>1</sup><br>Yes - if $< 6$ credits <sup>1</sup> | No - if $\geq 6$ credits <sup>1</sup><br>Yes - if $< 6$ credits <sup>1</sup>   |
| Eligible to continue in work-study job           | No  | No   | No - if $< 6$ credits <sup>1</sup><br>Yes - If $\geq 6$ credits <sup>1</sup> | No - if $< 6$ credits <sup>1</sup><br>Yes - If $\geq 6$ credits <sup>1</sup>   |
| May negatively impact future SAP eligibility     | No  | Yes - if after 10 <sup>th</sup> day<br>Yes - if an FCP HOLD exists | No - if no SAP Conditions<br>Yes - if SAP conditions and $< 6$ credits       | Yes  |

<sup>1</sup> For graduate students 5 credits is considered half time

<sup>2</sup> And assuming student passes remaining classes

Comparison 2: Assume that student drops a class/workshop before it started and aid disbursed

|   | Dropping <u>some</u> but not ALL classes <sup>2</sup>  |  |
|---|--|--|
|   | Class Day 1-10 <sup>3</sup>  | After 10 <sup>th</sup> Day   |
| Return of Title IV Calc                                   | No   | No   |
| May owe back Loan money to BSU                            | No   | No   |
| May owe back Grant money to BSU                           | Yes  | YES  |
| Existing loans go into repayment/grace period             | No - if student has $\geq 6$ credits <sup>1</sup><br>Yes - if student has $< 6$ credits <sup>1</sup> | No - if student has $\geq 6$ credits <sup>1</sup><br>Yes - if student has $< 6$ credits <sup>1</sup> |
| May negatively impact future SAP eligibility <sup>3</sup> | No   | Yes  |

<sup>1</sup> 5 credits is considered half time for graduate students

<sup>2</sup> And assuming student passes remaining classes

<sup>3</sup> Classes shorter than one semester may receive a W. Check official calendar for deadlines