

Ancilla College

REFUND POLICY

In the case of voluntary withdrawal from the College or from a particular course, tuition and fees are refunded according to the following time schedule:

Fall & Spring Terms (16 week sessions)

During the 1 st & 2 nd week	100%
During the 3 rd week	50%
During the 4 th week	25%

Other Sessions within a Term**

During the 1 st week.....	100%
During the 6 th or 7 th session days.....	50%
During the 8 th , 9 th , or 10 th session days	25%

****Other sessions include:**

8 week courses during fall & spring terms	4 week courses during winter term
6 or 12 week courses during summer sessions	Any course that is shorter than 16 weeks

No refund is made after the fourth week of a 16 week session or its equivalent in other sessions. Proportional adjustments are made for other sessions.

Title IV Return of Funds Policy

Effective with the Higher Education Amendments of 1998, Congress passed new provisions regarding repayment of federal financial aid if a student withdraws from all classes before 60% of the session has passed. This is 9.6 weeks for a 16 week session.

These provisions state that a student is not entitled to 100% of federal financial aid* until 60% of the session has been completed. The vast majority of students will have already received 100% of their aid before this time. Therefore, if the student has received federal aid and withdraws or stops attending before 60% of the term has passed, **A PORTION OF THE FUNDS MUST BE REPAYED TO THE FEDERAL AID PROGRAM(S).**

Any financial aid money to be repaid is considered a federal overpayment. Either this must be repaid in full or arrangements must be made with Ancilla College or the Department of Education. These arrangements must be made within 30 days of the date of notification of overpayment or further eligibility is forfeited for all federal aid at any college until the debt is paid in full.

***Federal financial aid includes: Direct Unsubsidized Stafford Loans Direct Parent PLUS Loans; Direct Subsidized Stafford Loans Federal Pell Grants; Other Title IV assistance, Federal Supplemental Educational Opportunity Grants (SEOG)**

A more detailed description of the Title IV Return of Funds Policy is available from the Office of Financial Aid.

Indiana State Financial Aid Return of Funds Policy

Changing enrollment status by dropping classes or withdrawing from the College at any time during the College's four-week refund period (first four weeks of the fall and spring terms, and first two weeks for shorter sessions within a term) will result in recalculation of state financial assistance. All state aid will be forfeited if a full-time student drops below 12 credit hours.

State Grant Programs under this policy include: The Frank O'Bannon Grant (Higher Education Award and Freedom of Choice Award), 21st Century Scholars Program, Indiana Part-Time Grant, Minority Teacher and Special Education Services Scholarship, and the State Nursing Scholarship Fund.