

Return to Title IV (Receiving Federal Funds in a term and Withdrawing)

Federal regulations for financial aid require that students who withdraw from their classes before the 60% point of the term must repay part of their financial aid funds to the U.S. Department of Education because the aid they were paid is considered unearned. This happens when a student does not complete any coursework in a term in which they received aid.

Withdrawing from classes can happen in two ways. SRJC students can withdraw by choice or instructors have the choice of dropping a student who does not attend class. (Some instructors choose not to drop students even if they do not attend class.)

The Admissions Office publishes the withdrawal date for each term as part of the school calendar ([link](#)) and in the Schedule of Classes ([link](#)). The Financial Aid Office will calculate the amount of federal financial aid (Pell Grant, SEOG and/or Student Loans) that each student earned as of the withdrawal date using a federally approved formula.

Students will be notified by mail if they are required to repay any portion of the financial aid they received. Students are given 45 days from the withdrawal date to repay the amount to SRJC. After 45 days, the student will owe the balance to the U.S. Department of Education directly.

If a student owes a balance to the U.S. Department of Education, they are ineligible to receive federal financial aid from any college or university until the balance due is paid in full. SRJC does not make repayment agreements directly with students after the initial 45-day period.

If a student receives an "F" in a course, the Financial Aid Office considers it to be equivalent to a withdrawal. The student has the opportunity, through the appeal process, to prove if the grade is based on absence from the class or if it is an earned grade. If a student can prove that they attended class past the 60% point of the term then the grade is considered to be earned and the student will not be required to repay federal financial aid. Otherwise, the student has 45 days to repay the amount owed. After that period, it becomes a debt with the U.S. Department of Education.

In addition, when a student receives all W, F and/or NP grades in a term in which they received federal financial aid at SRJC, they are NOT meeting Satisfactory Academic Progress standards for aid and future aid payments will be cancelled. If unusual and compelling reasons beyond the student's control prohibited the student from completing classes and are documented, then the student should attend a Financial Aid Satisfactory Academic Progress (SAP) workshop, see a Financial Aid Counselor and submit an Appeal of Financial Aid eligibility form. These appeal forms are available by attending an SAP workshop. The scheduled workshops are posted at:

<http://financialaid.santarosa.edu/sites/financialaid.santarosa.edu/files/SAP%20Workshops%20summer%202015.pdf>.

Sign up by calling or visiting the financial aid office during student servicing hours.

Sometimes students are owed financial aid even though they withdraw from all classes. In this case, a student will be notified by mail of their eligibility for a "post withdrawal disbursement" and given 10 days to request payment. If the student does not request the post withdrawal disbursement within 10 days of receiving the notice, it will no longer be available.