FINANCIAL AID FUNDS REPAYMENT POLICY

Students who officially or unofficially withdraw from all classes, or complete zero credits at the end of the term, may owe a repayment of financial aid funds received. The Financial Aid Office is required to determine the percentage of funds earned by the student and is based on the withdrawal date.

Official Withdrawal: The date the student withdrew, according to Clark College Enrollment Services withdrawal procedures.

Unofficial Withdrawal: If the student did not officially withdraw, the date of withdrawal is determined as outlined below. The Financial Aid Office will use the latest date.
- The last date of participation in an academically related activity or the midpoint of the term. The last date of participation is reported by the instructor to Enrollment Services.
- The midpoint of the term in which funds were received.

I. Repayment of Title IV Funds
Title IV funds include Pell Grant, Supplemental Educational Opportunity Grant (SEOG), Subsidized Loans, and Unsubsidized Loans. Title IV funds are subject to the Department of Education Return of Title IV policy requirements. The amount of Title IV funds a student earns, is equal to the percentage of the term completed. For example, students who complete 40% of the term are considered to have earned 40% of Title IV funds received, the other 60% is considered unearned aid.

Once 60% or more of the term has been completed, 100% of Title IV funds have been earned, and the student will not owe a repayment.

The formula for calculating the amount of Title IV funds that must be returned is determined as follows:
1. Determine the percentage of Title IV funds earned based on the date of official or unofficial withdrawal.
2. Multiply the percentage of unearned Title IV funds by the amount of Title IV funds received.

Once the repayment amount has been calculated, the Financial Aid Office will determine the College’s and student’s responsibility in repayment of funds.

Clark College’s responsibility in repayment is either the percentage of unearned Title IV funds multiplied by tuition and fee charges or the total repayment amount. The calculation which determines the lowest amount, will be utilized. The amount of unearned Title IV funds which the College is responsible for will be returned 45 days from the date the College determined the student withdrew. The funds will be returned in the following order:
1. Unsubsidized Direct Loans
2. Subsidized Direct Loans
3. Direct PLUS Loans
4. Pell Grants
5. Supplemental Education Opportunity Grants
6. Other Federal, State, Private, or Institutional financial assistance

Any refunds issued as a result of the withdrawal will be applied by the College to the student’s repayment amount. Students will be billed by Clark College Accounting Services for the remaining balance of the return.

The student’s responsibility in repayment is determined by subtracting the College’s repayment from the total repayment amount. Any amount of unearned Pell Grant or SEOG funds that a student must return is considered an overpayment. The student repayment amount is half of the grant funds received.
Students who owe an overpayment will have 45 days to pay their debt in full or make arrangements to pay their debt. If, within 45 days, the student fails to pay in full or make arrangements to pay, the debt will be referred to Department of Education Debt Resolution Services (www.myeddebt.ed.gov). Students who fail to comply with the terms of their agreement to repay will immediately become ineligible for Title IV funds.

II. Repayment of State Financial Aid
State financial aid funds include Washington State Need Grant and College Bound Scholarship. State financial aid funds are subject to the Washington State Student Achievement Council (WSAC) Repayment policy. This policy goes into effect only if a student withdraws or completes zero credits at the end of the term.

Under this policy, students earn the percentage of State funds received that is equal to the percentage of the term completed. Students who complete 50% or more of the term prior to withdrawing are considered to have earned 100% of State funds received, and will not owe a repayment.

The date of withdrawal and repayment amount are determined according to the same methodology outlined above. Refunds issued as a result of the withdrawal will be applied to reduce the student repayment amount. Students who owe a repayment of State financial aid will receive a bill from Clark College Accounting Services, and will not be eligible to receive additional State financial aid until the repayment has been paid in full. Any unpaid repayments will be referred to the WSAC for collection by June 30, 2018.