Return of Title IV Policy

Federal law specifies how schools must determine the amount of Title IV financial aid you have earned if a student withdraws from school before the end of the semester. The amount of assistance the student has earned is determined on a pro-rata basis. For example, if the student completes 30% of the semester, she/he would earn 30% percent of the assistance they were originally scheduled to receive. Once a student completes more than 60% of the semester, she/he has earned all the assistance they were scheduled to receive for that period.

**Official withdrawal** occurs when the student intentionally drops all classes for a given term and submits the appropriate paperwork to the Registrar’s Office. Students who officially withdraw prior to completing 60% of the term have not “earned” all financial aid offered and a repayment calculation must be performed based upon a federally-mandated formula. If the return of funds creates a balance due, the student will be responsible for repayment to UNO.

**Unofficial withdrawal** encompasses all other withdrawals where official notification is not provided to UNO. When a recipient of financial aid ceases class attendance, without officially dropping their courses, UNO must determine the amount of aid “earned.” In this situation, the withdrawal date is the midpoint of the term. The student will be responsible for returning any “uneearned” aid.