



## Spokane Falls Community College Financial Aid Office

MS 3172  
3410 W Fort George Wright Dr  
Spokane WA 99224-5288  
509-533-3550  
509-533-3547 FAX  
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### WITHDRAWAL CERTIFICATION

- I understand that if I withdraw officially or unofficially or stop attending before the last day to withdraw each quarter, I may have to **repay** certain types of federal and state aid that I received.
- I understand that outstanding debt obligations that must be repaid to the state or Federal Student Aid programs may prevent me from future receipt of federal and state financial aid.
- I understand that outstanding debt obligations will prevent me from future SCC and SFCC registration and release of official SCC and SFCC transcripts.
- I understand that if I withdraw officially or unofficially or stop attending classes that my financial aid eligibility may be suspended in accordance with federal and state Satisfactory Academic Progress policies.
- I understand that I may contact the financial aid office prior to my withdrawal regarding the impact to my financial aid eligibility.
- By signing below, I understand the information outlined above and acknowledge receipt of the financial aid withdrawal brochure that explains how my financial aid will be affected.

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Student Name Printed

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SID

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Student Signature

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Date

Office of Financial Aid

# I have Financial Aid... and need to withdraw, Now What?



## What if I Withdraw?

Students who receive certain types of federal and state aid and withdraw from school either officially through the Registrar's Office or unofficially (you stop attending class), are subject to the Financial Aid Refund/Repay Policy. The Refund/Repay Policy is different from the SFCC Institutional refund policy.

If you withdraw or stop attending *before the Last Day to Withdraw* each quarter, you may not be entitled to the financial aid you received. You may have to **repay** these funds, depending upon the type of financial aid you received (federal or state), and when you withdrew from classes.

When a student withdraws from school, SFCC is required to determine the amount of financial aid "earned" using the federal financial aid regulations. This calculation is based on the number of days the student attended divided by the number of days in the term for which the aid was disbursed.

- The unearned portion of the tuition will be returned to the appropriate federal or state aid program. The college will then bill the student for the amount of tuition that was returned in excess of the SFCC refund policy.
- The unearned portion of the aid that was disbursed directly to the student will also be calculated. If applicable, the student will owe repayment to the federal and/or state programs. The student will receive an overpayment letter.

If no payment arrangement is made, the student becomes ineligible for further federal or state aid, and the debt will be referred to the appropriate agencies for collection.

## How Financial Aid Affects Refunds

Refunds for students who do not have financial aid will be issued in accordance with SFCC's refund policy as stated in the quarterly class schedule.

Refunds for students with federal aid will be calculated using the required federal/state formulas. Any refund will then be returned in the following order:

- Unsubsidized Federal Direct Loan Program
- Subsidized Federal Direct Loan Program
- Federal Pell Grant
- Federal Academic Competitiveness Grant
- Federal Supplemental Education Opportunity Grant
- State Need Grant
- Other programs providing aid

## Post-Withdrawal Disbursements

If you did not receive all the funds you earned, you may be entitled to a post-withdrawal disbursement. This will be determined with the federal regulations calculation.

If you accept post-withdrawal funds, you will be subject to the Financial Aid Satisfactory Progress Policy like any other federal financial aid recipient.

## Sample Withdrawal

A student received a total of \$2593 in aid: (a Pell Grant for \$1437 and a federal subsidized loan for \$1156). Institutional charges for the term totaled \$917.90. The student completed 18 calendar days of the 85 days in the term.

### TUITION & FEES PAID: \$917.90

- Days completed / total days in quarter = % completed  
(18 / 85 = 21.2% completed)
- 100% - % completed (A) = % aid unearned  
(100% - 21.2% = 78.8%)
- Tuition & fees paid x % aid unearned (D)  
= amount for school to return to federal & state aid programs  
(917.90 x 78.8% = 723.31)
- The student will be billed for \$723.31.

### FINANCIAL AID CHECK RECEIVED: \$1675.10

- Days completed / total days in quarter = % completed  
(18 / 85 = 21.2% completed)
- 100% - % completed (A) = % aid unearned  
(100% - 21.2% = 78.8%)
- Check disbursed x % aid unearned = initial amount the student may have to return. (\$1675.10 x 78.8% = \$1319.98)
- Loan funds returned from tuition = \$1156 - \$723.31 = \$432.69
- Total amount for student to return (C)  
- loan funds already returned from tuition  
= initial amount of grants for student to return  
(1319.97 - 432.69 = 887.28)
- Total grant award x 50% = amount of grant protection  
(1437.00 x 50% = 718.50)
- Initial amount of grants for student to return (H) - amount of grant protection (I)  
= student's grant repayment  
(887.28 - 718.50 = 168.78)

**NOTE:** The amount of the repayment owed, if any, depends upon the type of federal and/or state financial aid received and the date of withdrawal.

## Common Questions

### How do I withdraw?

Pick up an official withdrawal form from the Admissions and Registration Office in Building 17, lower level. Check in with the Financial Aid office, then return completed form to the Admissions and Registration Office.

### Will this affect my Financial Aid for the next quarter?

Yes, you will be placed on Financial Aid Suspension. You do have the opportunity to petition for reinstatement of financial aid.

### Will I have to pay any money back?

The student is required to repay any unearned funds which the school is not required to return. See *What If I Withdraw* for more information about "unearned" funds.

### What happened to my tuition refund?

The refund reflected on your class schedule pertains to students not receiving federal or state financial aid.

### What if I can't pay?

Contact the Financial Aid Office for available options if you are unable to pay your debt.

### What if I had to withdraw due to circumstances beyond my control?

You still must repay any financial aid funds that were unearned and you will still be placed on Financial Aid Suspension.

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