

**UPMC SCHOOLS OF NURSING
POLICY**

SUBJECT: Return to Title IV
DATE: July 1, 2018

INDEX TITLE: Schools of Nursing

I. POLICY

It is the policy of UPMC Schools of Nursing (UPMC SON) that students who receive Federal Funds assistance must return any unearned funds if they withdraw from school during a payment period or period of enrollment, in which they began attendance.

II. PURPOSE

The purpose of the Title IV Refund Policy is to govern the return of Federal Title IV Financial Aid when required. When a student withdraws they may no longer be eligible for the full amount of Title IV funds that the student was originally scheduled to receive.

III. SCOPE

This policy applies to each school within the UPMC SON.

IV. REFERENCES AND GUIDELINES

Title IV funds are awarded to a student under the assumption that the student will attend school for the entire duration for which the assistance is awarded. Financial aid recipients who withdraw any point on or before 60% of the semester will be subject to a Return to Title IV calculation to determine any required refunds.

In accordance with the Federal regulations and UPMC's withdrawal policy, students receiving Federal Title IV are required to refund a portion of this aid determined by the last recorded day of attendance of an academically relevant activity. There are no refund requirements if the student withdraws any point after the 60% point of the payment period.

Federal Title IV funds should be returned in the order as specified below:

1. Federal Direct Unsubsidized Stafford Loan
2. Federal Direct Subsidized Stafford Loan
3. Federal Direct PLUS Loan
4. Federal Pell Grant

For further or detailed clarification on the Title IV Refund process, the following guidelines should be referenced:

1. US Department of Education Student Financial Aid Handbook

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2. Federal Formula for Return of Title IV funds (Section 484B of the Higher Education Act)

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