

# FINANCIAL INFORMATION

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## R2T4

### Withdrawals - Return to Title IV (R2T4)

LAPU realizes that extenuating circumstances may sometimes impact a student's ability to complete the semester and/or session. After the add/drop period, when a student stops attending all of their classes during the semester and/or session, depending upon the circumstances, it may be classified as a "withdrawal or "dismissal" from the University. For the purpose of charges assessed and financial aid eligibility, a dismissal will be handled the same as a withdrawal from the University.

Regulations require the entire period and combination of modular courses to be considered when determining the portion of financial aid that has been earned by a student who withdraws. The student is considered withdrawn when he fails to complete the scheduled enrollment. The percentage of completion is calculated by dividing the number of completed days by the number of days the student was scheduled to attend.

LAPU is required to determine the earned and unearned portions of Title IV aid as of the date the student ceased attendance based on the amount of time the student spent in attendance. Up through the 60% point in each payment period or period of enrollment, a pro rata schedule is used to determine the amount of Title IV funds the student has earned at the time of withdrawal. After the 60% point in the payment period or period of enrollment, a student has earned 100% of the Title IV funds they were scheduled to receive during the period.

The R2T4 can be based upon an official withdrawal if the student completes the withdrawal form or submits a late withdrawal petition. The R2T4 can be based upon an unofficial withdrawal if the student receives all FN grades.

For a student not to be considered a withdrawal for Title IV purposes, in accordance with the requirements for the treatment of students in program(s) offered in modules, the school needs to obtain written confirmation of future attendance in a Title IV eligible course later in the semester. Once the student drops all future classes within that semester, the student would then be considered a withdrawal for Title IV purposes.

If the student drops all future classes but then subsequently returns and begins attending a Title IV eligible course later in the semester the student's Return of Title IV Funds calculation would be undone and the student could receive the funds that were originally returned to the Department of Education.

For a student who withdraws after the 60% point, there would be no R2T4 calculation. However, LAPU must still determine whether the student is eligible for a post-withdrawal disbursement (PWD) if all funds have not been disbursed yet.

A student who withdraws from a program offered in modules is not considered to have withdrawn for R2T4 purposes if the student successfully completes at least one class in one module that includes 49% or more of the number of days in the payment period. Successfully completed means the student earned a passing grade (D or better with no F, FN, INC or W grades).