

## Withdrawing, Attendance and Repayment Requirements

### What You Need to Know

The financial aid you receive is based in part on the number of credits you take each quarter. You may receive funds for the following enrollment levels:

- Full-time – 12 or more credits
- $\frac{3}{4}$  time – 9, 10, or 11 credits
- $\frac{1}{2}$  time – 6, 7, or 8 credits
- Less than  $\frac{1}{2}$  time – 1, 2, 3, 4, 5 credits

**If you drop below the level of your funding, you are at risk of failing to make Satisfactory Academic Progress and may receive a Warning, Cancellation, or Ineligible status on your record.** Review the [Satisfactory Academic Progress](#) policy to make sure you understand the consequences of dropping a class.

Additionally, if you drop a class or classes on or before our Census date, we must recalculate your Pell grant award, and this may cause you to owe a repayment. Review the [Census Date](#) information to make sure you understand what happens if you drop a class.

Finally, if you receive federal or state financial aid and withdraw (officially or unofficially) from all classes, or cease attending all classes for any reason, you are likely to owe a repayment of the aid you received. Additional information is included below.



### Federal and State Aid Repayment Policy

The Federal Return of Title IV policy is used to determine repayment of federal aid, which includes the Pell Grant, Federal Supplemental Educational Opportunity Grant (SEOG), and/or Direct Loans. A separate policy for state aid, which includes the Washington College Grant, and College Bound Scholarship is used as required by the Washington Student Achievement Council.

#### A. COMPLETION OF COURSES

- You must complete the courses you are funded for if you receive federal or state aid.
- If you do not complete any credits, the college is required to return the funds you received based on the percentage of the quarter you completed, or your last date of attendance.
- If you stopped going to class, but did not officially withdraw, your instructors report your last date of attendance at the end of the quarter when they submit grades.

**B. EARNED AID**

- You must complete at least 60% of the quarter before you are considered to have earned 100% of your federal funds, and not owe a repayment of those funds.
- You must begin attendance in all enrolled classes for which state funds were disbursed to not owe a repayment.
- If you complete less than these requirements, you are considered to have earned a prorated amount and may owe a repayment.
- If you never attended a class or classes, you either owe a repayment based on a revised enrollment level, or you owe 100% of the funds you received.

**C. SCHOOL AND STUDENT RESPONSIBILITY**

Bellevue College is required to return a portion your unearned aid to the appropriate federal aid program, and advise you of the amount you owe to the state aid program.

- The returned amount is not a refund of your tuition and fees. This is only a return of funds that were used to pay your tuition and fees.
- The college bills you for any amount returned to the federal aid program, which results in you owing a debt to the college.
- If you withdrew during a refund period, the refund is applied to the amount you owe first, which may reduce the amount you owe to the college.
- The college is not required to return funds directly to the state aid programs, and you are required to repay any amount due.

**D. EARN ALL YOUR AID TO AVOID OWING A REPAYMENT**

The dates listed below represent the 60% point of the quarter. If your last date of attendance is on or after these dates, you will not owe a repayment of your financial aid:

<b>Quarter</b>	<b>60% of the quarter is completed on...</b>
Summer 2024	July 28, 2024
Fall 2024	November 10, 2024
Winter 2025	February 23, 2025
Spring 2025	May 25, 2025

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