



## Refund and Repayment Policy

Students receiving financial aid who withdraw, officially or unofficially, from all courses in a quarter are subject to the federal refund and repayment calculation requirement. Any tuition refund will go to reimburse financial aid returns first. The proportion of aid that a student is entitled to is based on the number of days the student was in attendance in the quarter. CityU is required to return to the financial aid programs the portion of your institutional costs that equal the portion of the quarter of nonattendance. If the student received a financial aid refund disbursement in excess of the amount of aid they were entitled to for the term, the student must return those funds to the university. Based on the federal calculation, there are times when a student's tuition charges are left completely or partially unpaid for the term. The student is responsible for any unpaid tuition or fee charges after the federal calculation is completed. No aid funds must be repaid if the student attends more than 60% of the class(es) in a quarter before withdrawing. Only if funds remain available after return payments to federal aid programs will refunds be issued to the student, if any.

Please be aware that as a financial aid recipient at an institution that takes attendance, we are required to consider your attendance record when determining if we should perform an administrative withdrawal. An administrative withdrawal is performed when a student has vanished or stops attending without formally withdrawing. Should an administrative withdrawal be warranted, there may be financial consequences to not attending the credits your financial aid is based on, and you *may* owe a repayment of some or all of the financial aid that has been disbursed to you for that quarter.

Financial Aid awards are based on the student's enrollment level at the end of the 100% tuition refund add/drop period. Changes in a student's enrollment or program of study can impact the student's award amount and may result in a balance owing.

Please review the Satisfactory Academic Progress criteria when considering dropping courses or dropping from a term. Dropping courses and/or dropping the quarter may affect a student's eligibility to continue receiving financial aid funding.