	University of Arkansas Fort Smith	
	Return of Title IV Funds (R2T4)	
	Responsible Office: Financial Aid	Policy Number: FA2023.
Effective Date:	Revision Date:	Policy Version: 1.0
Published: FA Policy & Procedures Manual, UAFS Website	Disclosure: Website, provided to students by FA staff	Reference: 34 CFR 668.22; HEA, section 484B

## POLICY

Title IV federal student aid is awarded to students at the University of Arkansas Fort Smith under the assumption they will attend class the entire period for which the assistance is awarded. When a student withdraws and/or stops attending class before 60% of the term has elapsed, he/she may no longer be eligible for the full amount of Title IV funds they were originally eligible to receive.

If a recipient of Title IV federal student aid withdraws from school after beginning attendance, the amount of Title IV federal student aid earned by the student must be determined. If the amount of aid disbursed to the student is greater than the amount the student earned, unearned funds must be returned to the appropriated federal student aid program.

Return of Title IV Fund (R2T4) calculations are processed by the UAFS Financial Aid & Veteran Benefits Office within 30 days of determining the student has completely withdrawn from school. UAFS will have an additional 15 days to return funds to the U.S. Department of Education. The R2T4 calculation must be






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EXAMPLES

John Snow was enrolled full-time for the fall semester. John received a Subsidized Federal Direct Loan with a net disbursement of \$1732.00 and an Unsubsidized Federal Direct Loan with a net disbursement of \$990.00.

John had institutional charges of \$1909.30 which was tuition and fees. John officially withdrew from all classes on the 68th day of class. There were 115 days in the term.

Using the calculation, Number of Calendar Days Enrolled Divided by Total Number of Calendar Days in the Semester (excluding breaks of at least five days) equals the amount of Title IV aid earned;  $68/115 = 59.1\%$ . Therefore, the student did not earn 40.9% of the Title IV aid.

Institutional charges of \$1909.30 multiplied by the unearned percentage of 40.9% is \$780.90. UAFS must