Return of Title IV (R2T4) - Module Courses

A module is any class that does not span the full length of the semester or term. You are enrolled in modules if you enroll in a class or classes that are shorter than the entire length of a full semester. You will be considered to have withdrawn if you did not complete all days in which you were scheduled for the payment period.

Determining Whether a Student Has Withdrawn for R2T4 Purposes

1. After beginning attendance in at least one class, did the student stop attending or fail to begin attendance in a scheduled course used to determine the student’s eligibility for Title IV aid?
   a. No – Student has not withdrawn.
   b. Yes – Continue to question 2

2. When the student stopped attending or failed to begin attendance in a schooled course, was the student currently attending any other classes in the semester used to determine the student’s eligible for Title IV aid?
   a. No – Continue to question 3
   b. Yes – Student has not withdrawn. Aid may need recalculated based on current enrollment.

3. Do any of the following apply for Title IV eligible classes?
   a. Did the student complete all requirements for graduation?
   b. Did the student successfully complete (a grade of an A, B, C, or D) one module or a combination of modules that equals 49% percent or more of the countable of days for the semester?
   c. Did the student successfully completed (a grade of an A, B, C, D) modular courses equal to or greater than half-time enrollment (undergraduate – 6 credit hours, graduate – 5 credit hours) for the period of enrollment?
   d. Did the student confirm attendance in writing (email) for a course in a later module in the same semester that begins no later than 45 calendar days after then end of the current withdrawn module?

   Yes - Student has not withdrawn. Aid may need recalculated based on current enrollment.

   No – Student has withdrawn. A Return to Title IV Funds calculation will be processed. Aid may be first recalculated for classes that the student never attended.

Percentage of Title IV Aid Earned

The percentage of aid earned is calculated by dividing the number of days completed (numerator) by the number of days in the payment period (denominator). Scheduled breaks of less than five consecutive days, including those that take place between modules, are included in the total number of days in the period, and breaks longer than five days within or between modules are subtracted.

For module enrollment the total number of days in the payment period (denominator) of the R2T4 calculation will only include the days in a module if the student attended the module or if the student’s classes in that module was used to determine the amount of the student’s eligibility for Title IV funds the payment period.
Examples for 5-Week Classes

<table>
<thead>
<tr>
<th>Module 1</th>
<th>Break</th>
<th>Module 2</th>
<th>Break</th>
<th>Module 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/12 – 2/14 (34 days)</td>
<td>1 day</td>
<td>2/16 – 3/21 (34 days)</td>
<td>1 day</td>
<td>3/23 – 4/25 (34 days)</td>
</tr>
</tbody>
</table>

- **Example 1**: You are enrolled a 3-credit hour class for each of the three 5-week modules for a total of 9 credit hours. You were disbursed Pell Grant based on 9 hours. You withdraw on 1/26 from Module 1, 2 and 3.
  - The Pell Grant will be recalculated based on 3 credit hours for class you began.
  - The completed days (numerator) are 15 (Module 1).
  - The total days in payment period (denominator) will be for the first 5-week module (calendar days = 34).
  - 15 days completed/34 total days = 44.1% earned aid.

- **Example 2**: You are enrolled a 3-credit hour class for each of the three 5-week modules for a total of 9 credit hours. You were disbursed Pell Grant and Federal Loans based on 9 hours. You withdraw on 1/26 from Module 1, 2 and 3.
  - The Pell Grant will be recalculated based on 3 credit hours for class you began.
  - The completed days (numerator) are 15 (Module 1).
  - The total days in payment period (denominator) will be for the three 5-week modules (calendar days = 104).
  - 15 days completed/104 total days = 14.4% earned aid.

- **Example 3**: You are enrolled a 3-credit hour class for Module 1. You were disbursed Pell Grant based on 3 hours. You withdraw on 2/2 from Module 1 and you are not enrolled in any other classes for the payment period.
  - The completed days (numerator) are 22 (Module 1).
  - The total days in payment period (denominator) will be for the first 5-week module (calendar days = 34).
  - 22 days completed/34 total days = 64.7% earned aid. Since the earned aid is greater than 60%, you have earned 100% of your aid for this payment period.

- **Example 4**: You are enrolled a 3-credit hour class for each of the three 5-week modules for a total of 9 credit hours. You were disbursed Pell Grant and Federal Loans based on 9 hours. You completed Module 1, and withdraw from Module 2 and Module 3 on 2/25.
  - The Pell Grant will be recalculated based on 6 credit hours for classes you began.
  - The completed days (numerator) are 45 (Module 1 through Module 2, 2/25).
  - The total days in payment period (denominator) will be for the three 5-week modules (calendar days = 104).
  - 45 days completed/104 total days = 43.2% earned aid.

- **Example 5**: You are enrolled a 3-credit hour class for each of the three 5-week modules for a total of 9 credit hours. You were disbursed Pell Grant and Federal Loans based on 9 hours. You withdrew for Module 1 on 1/26 and confirmed you will be attending Module 2 and Module 3 that begins later in the semester. On 2/25, you withdraw for Module 2 and Module 3.
  - The Pell Grant will be recalculated based on 6 credit hours for classes you began.
  - The completed days (numerator) are 15 (Module 1) plus 10 (Module 2).
  - The total days in payment period (denominator) will be for the three 5-week modules (calendar days = 104).
  - 25 days completed/104 total days = 24.4% earned aid.