## **FINANCIAL AID**

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Wentworth Institute of Technology is committed to offering financial support to those who qualify for assistance. We encourage all students to apply for financial aid. Wentworth believes that the primary responsibility for meeting your cost of education rests with you and your family. Financial aid is intended to supplement your own resources.

## **How to Apply for Financial Aid**

The Free Application for Federal Student Aid (FAFSA) is used to determine your eligibility for all need-based financial aid offered by Wentworth. Financial assistance decisions are made based on financial need, satisfactory academic progress, and the availability of funds. To determine your financial need, you must file the Free Application for Federal Student Aid (FAFSA) each year to determine eligibility. This form can be completed on studentaid.gov (https://fafsa.ed.gov) any time after October 1. The opening of the 2025-2026 FAFSA may be delayed and updates will be posted on studentaid.gov regarding delays. To complete this form, a student must apply for an FSA ID. In the case of dependent students, the contributors also completing the FAFSA must apply for their own FSA ID.

For incoming students, make sure you have included your social security number (SSN) on your admissions application so we can link your FAFSA to your record. Wentworth's school code is 002225.

Students who applied for financial aid the previous year can use the Renewal FAFSA for the next academic year. The Renewal FAFSA contains pre-filled information based on the previous year. Students must update any information that has changed, such as income, assets, and other related items.

#### **Deadlines**

The Wentworth FAFSA priority filing date is May 1 for returning students. The Wentworth priority filing date for new and transfer students varies on the timing of admission's application deadline and is published on the website (https://wit.edu/admissions/financial-aid/fafsa/). Returning students who meet their priority filing date will receive a financial aid offer in May or June.

Deadlines are in place to ensure that Wentworth will receive and communicate the necessary information in time to allow students to make informed decisions regarding their enrollment and financial plans. Students who miss the filing deadlines may receive less financial aid than students who apply on time. Late applicants may not be able to register for or attend classes if their late application results in outstanding balances.

All eligible students are considered for financial assistance regardless of filing date on a funds-available basis. Institutional funds will not be used to replace federal or state grants or loans for which a student may have been eligible but failed to successfully apply or missed the deadline to apply for.

## **General Eligibility Requirements**

To be eligible for any of the Federal Aid programs, a student must:

- · Be a US citizen or eligible non-citizen
- Be admitted to Wentworth in an approved degree or certificate bearing eligible program
- Not owe a refund or a grant, or be in default status on any federal student loan
- · Not have borrowed in excess of the annual aggregate loan limits
- Have financial need as determined by the federal formulas and need analysis guidelines
- For Federal Direct Loans: Be enrolled at least half-time for each (six credits for undergraduate students and five credits for graduate students)
- Maintain Satisfactory Academic Progress (SAP) [See requirements listed in this catalog]

## International Students

International students are eligible for merit scholarship consideration by Admissions based on their academic successes in secondary school. International students are not eligible for federal or state financial aid.

# Types of Financial Aid Federal Programs

Wentworth Institute of Technology is approved by the United States Department of Education for the following aid programs:

## **Federal Direct Parent or Graduate PLUS Loans**

This is a federal loan available for the parents of dependent undergraduate students and for graduate and professional students. Direct PLUS loans are not based on financial need. A credit check is performed to determine the borrower's eligibility. A parent may borrow any amount up to the dependent student's cost of attendance minus the student's financial assistance. The Direct PLUS loan interest rate is fixed at 9.08% for 2024-25, with a loan origination fee of 4.228% subtracted from the borrowed amount prior to disbursement. The repayment period for a Direct PLUS loan begins the day the loan is fully disbursed. PLUS borrowers may defer repayment while the student is enrolled at least half-time and for an additional six months after they graduate, withdraw, or drop below half-time. The first payment will be due within 45 days after your deferment ends.

#### **Federal Direct Student Loans**

Federal Direct Student Loans are either subsidized (the government pays the interest while the student is in school) or unsubsidized (the student pays all the interest, although the payments can be deferred until after graduation) based on financial need as determined by the FAFSA. Direct Student loans have annual and aggregate loan limits. There are instances when a first-time borrower may lose eligibility for a Subsidized Loan if he/she has received loans for 150% of their current academic program.

Maximum Federal Direct Loan eligibility is determined based upon the number of credits the undergraduate student has completed, according to the following schedule:

- 0 31.9 credits Freshman maximum \$3,500 plus \$2000 in unsubsidized eligibility
- 32 63.9 credits Sophomore maximum \$4,500 plus \$2000 in unsubsidized eligibility
- 64 95.9 credits Junior maximum  $\$5,\!500$  plus \$2000 in unsubsidized eligibility

96+ credits Senior maximum \$5,500 plus \$2000 in unsubsidized eligibility

Graduate students are eligible for up to \$20,500 in unsubsidized loan per year.

The above loan amounts may be subsidized or unsubsidized depending upon the student's financial eligibility. If the loan is subsidized the federal government will pay the interest on the loan while the student is enrolled in school at least halftime, in addition to the first six months after the student leaves school. If the loan is unsubsidized the student is responsible for the interest from the time the loan is disbursed until it is paid in full. The student can choose to pay the interest or allow it to accrue and be capitalized (added to the principal amount of the loan). Capitalizing the interest will increase the amount the student has to repay.

Undergraduate students who are independent and dependent students whose parents cannot qualify for the PLUS Loan are eligible for the following additional amounts under the Unsubsidized Direct Loan Program:

- 0 31.9 credits Freshman maximum \$4,000 in additional unsubsidized eligibility
- 32 63.9 credits Sophomore maximum \$4,000 in additional unsubsidized eligibility
- 64 95.9 credits Junior maximum \$5,000 in additional unsubsidized eligibility

96+ credits Senior maximum \$5,000 in additional unsubsidized eligibility

The interest rate for Direct Student loans is fixed at 6.53% for undergraduate students and 8.08% for graduate students for 2024-25, with a loan origination fee of 1.057%. Students who are borrowing for the first time through the Direct Loan Program (subsidized and/or unsubsidized) must complete a Federal Student Loan Master Promissory Note (MPN) online (https://studentaid.gov/mpn/) and complete Entrance Counseling (https://studentaid.gov/entrance-counseling/) to receive their Federal Student Loan funds.

Graduate students are not eligible for the Federal Direct Subsidized Stafford loan.

## The Annual Student Loan Acknowledgment

We recommend you complete an Annual Student Loan Acknowledgment (https://studentaid.gov/asla/) each year you accept a new federal student loan. Our goal is to help you understand your loans and how they affect your financial future.

If this is your **first time accepting a federal student loan**, you are acknowledging that you understand your responsibility to repay your loan.

If you have **existing federal student loans**, you are acknowledging that you understand how much you owe and how much more you are eligible to borrow.

You'll also see other federal student aid information, including the interest rates and repayment options to make managing your student loans

Federal Student Loans While on Co-op

Federal student loans are not disbursed during the co-op semester unless specifically requested by the student via email to finaid@wit.edu. Students are not charged tuition during their co-op semester and typically need those funds to support paying tuition in a future semester, however,

a student can request to have those funds disbursed during co-op if they so choose.

#### **Federal Pell Grant**

The Federal Pell Grant is a federally funded program that awards individual grants to students who have not received a bachelor's degree, nor have been aided for the maximum number of semesters allowed, and meet all other eligibility criteria. This is a federal grant that does not have to be repaid. Eligibility for this grant is determined by the federal government and is based on financial need. The grant amounts range from \$740 to \$7,395 yearly for 2024-25.

## Federal Supplemental Educational Opportunity Grant (FSEOG)

FSEOG is a federally-funded, University-administered program. These grants are awarded to students who demonstrate significant financial need and are seeking a first bachelor's degree. FSEOG is a federal grant that does not have to be repaid. The amount of the award is based on financial need and is determined by a financial formula.

#### Federal Work Study

Federal Work Study is a need-based work study program jointly funded by the federal government and Wentworth. Eligibility for the program is determined by need from the FAFSA and availability of funds. Students are permitted to work up to 17.5 hours per week during classes and awarded an allotment on their financial aid offer which is the maximum they can work through the program. Wage levels start at minimum wage and vary on the position. Positions are available both on- and off-campus. Students need to be enrolled at least half-time, be eligible to work in the US, and meeting Satisfactory Academic Progress to be eligible for Federal Work Study. Work study is not available while students are enrolled in their co-op semester.

A work study award **is not** a guarantee of a job and cannot be applied directly to tuition. Payment for work completed is made directly to employed students via direct deposit based on the hours worked per week. Students are responsible for applying for jobs and an annual job fair is hosted in September. In addition to the job fair, positions are posted throughout the year on the student employment page of the website (https://wit.edu/admissions/financial-aid/student-employment/).

#### **Veterans Administration (VA) Benefits**

Wentworth is approved to certify students for educational benefits through the U.S. Department of Veterans Affairs. Veterans planning on enrolling full-time or part-time in credit courses and who are eligible to receive benefits at Wentworth must work closely with the Veterans Administration (VA) certifying official. The official will provide the procedural details for receiving veteran's benefits.

The Office of Military Connected Services serves as the certifying office and can be contacted for assistance (https://wit.edu/academics/military/).

The Yellow Ribbon GI Education Enhancement Program (Yellow Ribbon Program) is a provision of the Post-9/11 Veterans Educational Assistance Act of 2008. This program allows degree-granting institutions in the United States to voluntarily enter into an agreement with the VA to fund tuition expenses that exceed the highest public in-state undergraduate tuition rate. The institution can contribute up to \$5,000 of those expenses and VA will also contribute a portion of the tuition.

GI Bill®" is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is

available at the official U.S. government website at www.benefits.va.gov/gibill (https://www.benefits.va.gov/gibill/).

## Students Seeking a Second Bachelor's Degree, Dual Degrees, and Double Majoring

If you have already received a bachelor's degree or fulfilled one bachelor's degree requirements, and are otherwise eligible for federal aid, it's important to note that your access to federal aid does not include Pell Grants or FSEOG. The only federal student aid you will be eligible for is the Federal Direct Student Loan program. There are lifetime limits to the total amount a student may borrow at an undergraduate level. For dependent students, this limit is \$31,000 no more than \$23,000 of which be in Subsidized Student Loans. For independent students, this limit is \$57,500. No more than \$23,000 of this amount may be in Subsidized Student Loans.

If you are working on a dual degree or double majoring, students who have completed **all degree requirements** for one of their declared programs/degrees will no longer qualify for the Federal Pell Grant or Federal Supplemental Equal Opportunity Grant (SEOG). Courses required for the second program or degree will only qualify for federal loans or work-study. You must take at least 6 credits of Title IV eligible courses required for the second program or degree to qualify for Federal Student loans and many private loans. Students will continue to qualify for institutional scholarships.

## **State Programs**

Many states, including Massachusetts, offer state grants, which may be applied to your educational expenses at Wentworth. These grants are based on eligibility, which is determined by the state based on the information provided to them by your FAFSA. Below are the eligibility requirements for the common state grant programs at Wentworth. Please note that, if eligible, these grants will not be added to the student's account until September of each year. If you do not see your state listed and would like further information, please reach out to that State Grant office. Below are the eligibility requirements for participating states:

## Massachusetts

- · FAFSA must be completed by May 1 of each year
- · Must be pell eligible
- · Student must be a Massachusetts resident
- · Must be a full-time student receiving a first bachelor's degree

#### Vermont

- FAFSA should be filed as soon as possible as funds are awarded on a first-come, first-serve basis
- · Student must be a Vermont resident
- Student must fill out Vermont State Grant application (https:// www.vsac.org/pay/student-aid-options/grants/#vermont-grants)

## Pennsylvania

- · FAFSA must be completed by May 1 of each year.
- Students must not have used their maximum allotment of 8 semesters worth of the Pennsylvania State Grant.
- Students must meet state residency requirements in accordance with PHEAA's guidelines (https://www.pheaa.org/).

## **Institutional Aid**

## **President Scholarships for Undergraduate Students**

This merit-based scholarship is available to all incoming (freshman and transfer) admitted students and students are automatically considered at their time of admission with no separate application required.

Eligibility is based on a combination of factors, including SAT scores and grades. Students must maintain a 2.0 institutional cumulative GPA and meet Satisfactory Academic Progress to retain eligibility for these scholarships in subsequent years and be enrolled full-time (12 credits for undergraduate students, 9 credits for graduate students.) If conditions are not met in any year, the scholarship may no longer be renewable. Students will be notified of this loss via their university email and given an option to appeal. President Scholarships can be applied toward tuition charges only. If a student has a semester in which tuition charges are covered by another scholarship, third-party payment, or agency, the President's Scholarship will be canceled for that semester. Visit the website (https://wit.edu/billing-financial-aid/scholarships/) for information on scholarships.

## President Merit and Future Focused Scholarships for Graduate Students

All admitted students for full-time graduate programs are automatically reviewed for merit scholarships by Admissions. Merit scholarship awards are based on past academic and professional achievements. Wentworth students continuing directly from their undergraduate program will automatically receive their undergraduate merit scholarship for their graduate program under most circumstances. President and Future Focused Scholarships are applied toward tuition charges only and scholarships cannot be combined with graduate tuition discounts if the student qualifies for more than one.

#### WIT Works

The program is designed to give students access to employment that will help them meet living expenses such as books, supplies, and transportation. To receive a WIT Works award, a student must file their FAFSA and demonstrate financial need according to federal guidelines. They must also be enrolled at least half-time in a degree program, maintain satisfactory academic progress, and be either a U.S. citizen or an eligible non-citizen. WIT Work-Study follows all of the same guidelines and policies as Federal Work Study and is need-based.

### **Donor Sponsored Funds**

Endowed donor funds are used to sponsor Wentworth grants. Students are automatically considered for sponsorship for their Wentworth Grants when completing the FAFSA form.

## **Co-op Semester and Institutional Aid**

While enrolled in co-op students are not eligible for their institutional merit scholarships or grants as those funds have no tuition to be applied against. Students with Federal grant eligibility may be eligible for those funds to assist with their education costs while on co-op and should reach out to the Financial Aid office with any questions.

## How Wentworth funds are applied for the academic year

All institutional aid is awarded by semester and annual awards are evenly split between the two semesters in which a student is enrolled full-time in classes. Funds are not available for 3 full-time semesters of study in one academic year, except in unusual situations where a student transferred into Wentworth and is required to structure their coop semesters differently due to when courses are offered. Exceptions are rare and made in consultation with academic deans. Institutional funds are not available for use during a co-op semester. If a student only attends classes for one semester during an academic year, only one-half of the annual aid will be available.

## **Declining Financial Aid**

A student may choose to decline a portion of their financial aid by using the Package for Aid Year tab on LeopardWeb, sending an email from their university email to finaid@wit.edu, or sending a signed and dated letter to the Office of Financial Aid noting the award, semester or year, and amount of aid the student is declining.

If the student changes their mind during the academic year, they should contact Financial Aid at finaid@wit.edu email from their university email requesting the funds be reinstated if possible. Timing can be a factor in if funds can be reinstated and in some cases, funds can only be used in the semester they were initially offered. Funds cannot be moved from one academic year to another.

## **Financial Aid Satisfactory Academic Progress Policy**

The Financial Aid office is required by federal regulations to periodically review the academic progress of financial aid recipients to ensure that they are moving toward the completion of their program of study. A student is considered to be making Satisfactory Academic Progress (SAP) if the student meets both the qualitative and quantitative standards described below.

#### **Qualitative Standard**

A student must maintain a minimum cumulative grade point average as noted below to be considered as making satisfactory academic progress.

## Undergraduate:

Total Credits Earned: 0-31 Cumulative GPA -- 1.75 Total Credits Earned: 32+ Cumulative GPA -- 2.0

#### **Graduate:**

Total Credits Earned: 0-31 Cumulative GPA - 3.0 Total Credits Earned: 32+ Cumulative GPA - 3.0

## **Aid Eligible Certificate Programs:**

Total Credits Earned: 0-9 Cumulative GPA – 1.75 Total Credits Earned: 10+ Cumulative GPA – 2.0

## **Quantitative Standard**

A student must successfully complete at least 66.67% of the total credits attempted. All attempted credits resulting in either an academic grade or administrative transcript notation may be included in the quantitative calculation.

For example, a student who enrolled and attempted 18 credits in the semester must earn at least 12 credits to be making satisfactory academic progress.

In general, coursework that is taken while in attendance at Wentworth Institute of Technology, and applies to the student's academic program, is taken into account when reviewing satisfactory academic progress (SAP). However, there are some exceptions. The information below has a breakdown of how each type of course or credit is treated in the review.

| Coursework Type                        | Cumulative GPA   | <b>Completion Rate</b> | Maximum<br>Timeframe |
|--|--|------------------------|----------------------|
| Regular courses in a program of study: | Υ  | Υ                      | Υ                    |
| Repeat Courses:                        | Υ  | Υ                      | Υ                    |
| Transfer Credits:                      | N  | Υ                      | Υ                    |
| Consortium<br>Credits:                 | N (unless grades<br>are notated in<br>the student's<br>transcript) | Υ                      | Y                    |
| Incompletes:                           | N  | Υ                      | Υ                    |

| Coursework Type       | Cumulative GPA | <b>Completion Rate</b> | Maximum<br>Timeframe |
|-----------------------|----------------|------------------------|----------------------|
| Pass/Fail<br>Courses: | N              | Υ                      | Υ                    |
| Remedial<br>Courses:  | Υ              | Υ                      | Υ                    |

## **Maximum Timeframe**

A student may receive student federal aid for any attempted credits towards their program of study as long as those credits do not exceed 150% of the published length of the student's program of study. For example, a student enrolled in an eligible 138-credit baccalaureate program can receive financial aid for up to 207 credits attempted.

Students who already have a Bachelor's degree and are pursuing a second bachelor's degree have their credits which are transferred in counted in this maximum timeframe, even if they are working on a second bachelor's degree.

## Satisfactory Academic Progress (SAP) Review Process

Q: When is my academic progress reviewed?

A: At the end of each semester.

Q: Are there warning periods?

A: Yes, there is one warning period during which you will still receive aid while you attempt to regain eligibility. We strongly recommend meeting with your advisor to develop a success plan.

Q: Is there an appeal process?

A: Yes. Students can appeal through the online form system and receive a link to their university email of how to appeal and when the deadline is.

Q: Can I regain financial aid eligibility once I lose it?

A: Yes. You can regain financial aid eligibility by improving your grades or completion rate to be in alignment with the requirements. You will be reviewed at the end of each semester for federal aid eligibility for the following semester. No aid may be awarded retroactively to the semester(s) in which standards were not met.

## **Academic Periods Included in the Review**

A student's Satisfactory Academic Progress (SAP) will be evaluated each semester at the end of the payment period and for all periods of enrollment regardless of whether or not Financial Aid was received. Students who meet SAP standards will be coded as making satisfactory academic progress and will retain eligibility for financial assistance funds for the following semester.

Students who do not meet SAP standards will be placed on SAP warning for one semester. Students placed on SAP warning will retain their eligibility for Student Federal Aid during the warning semester. The student will be notified of an SAP warning by email to their university email address.

At the end of the warning period, SAP standards will be reviewed. If the student meets SAP standards, they will once again be coded as making satisfactory academic progress and will retain eligibility for Student Federal Aid for the following semester.

If the student is unable to meet the standards for SAP, they will be placed on Financial Aid Suspension and will no longer be eligible to receive financial assistance funds at the institution until such time that they are able to meet the standards of SAP. The student will be notified of an SAP suspension by email to their university email address.

## **Appeal Process**

Students who become ineligible for federal student aid due to not meeting the financial assistance standards of satisfactory academic progress may appeal for a review of that determination. A student who believes they have extenuating circumstances that affected their ability to meet academic progress should appeal utilizing the appeal form within 30 days of the date of the email indicating a loss of financial aid eligibility. Examples of cases that may be considered are as follows:

- · Student becomes seriously ill
- · Student's relative dies
- · Student is severely injured or has an extended illness
- · Student has a recent diagnosis of a documented learning disability
- · Student has changes in their educational objective

Other cases may be considered and are reviewed on a case-by-case basis. The appeal should be addressed to the Financial Aid Appeals Committee and submitted using the online form on wit.studentforms.com (https://wit.studentforms.com/). The appeal form must include a specific explanation of the extenuating circumstances which prevented the student from achieving satisfactory academic progress including exact dates and details as appropriate. The student must include how they have addressed or will address the prior issues that prevented their academic success and describe the changes that will be made by the student to ensure future success. The student must submit an approved academic plan from their academic advisor, the form for the academic plan is available on the online appeal form.

An appeal may be approved only if:

- Wentworth determines that the student will be able to meet SAP standards after the subsequent semester; or
- the student has an approved academic plan that will ensure that the student will be able to meet SAP standards by a specific point in time or complete their academic program.

Appeals will be reviewed by the Financial Aid Appeals Committee for reconsideration based on extenuating circumstances presented by the student. Decisions by this committee are considered final. If the appeal is approved, the student will be placed on financial aid probation and will have one semester (or time as specified by the approved academic plan) to meet SAP requirements and remain eligible for financial aid.

## Other Important Considerations Change of Program

A student who changes their academic program may request an appeal in that determination if they have changed programs while enrolled at their current school. All courses attempted will be evaluated for the maximum time frame component.

## Co-op

Unsuccessful completion of a required co-op impacts SAP, whether the student withdraws from the co-op or receives a "U" grade. A student who does not successfully complete a required co-op will be placed on SAP warning or SAP suspension depending upon the SAP standing with which the student started the semester.

### **Consortium Credits**

All courses taken at an institution other than the home institution through an official consortium are included in the calculation for completion rate and maximum time frame components but may excluded from the student's cumulative GPA component (unless grades are notated in the student's transcript).

#### **Course Withdrawal**

Course withdrawal may affect a student's eligibility for financial assistance funds.

#### **Incomplete Grades**

All incomplete grades must be resolved by the midpoint of the semester following the receipt of the incomplete grade. If not resolved, the grade is either automatically changed to an "F" or is considered to be an "F" for all components of the satisfactory academic progress review. Financial assistance funds can be withheld until incomplete grades are resolved.

### **Repeat Courses**

Only the most recent grade for a course that has been repeated will count toward a student's cumulative GPA. Therefore, grades from prior attempts will be excluded from the student's cumulative GPA. However, all attempts, including the most current, will be included in the calculation for the completion rate and maximum time-frame components. Financial assistance funds will cover a repeated course only when it is repeated to replace an unacceptable grade as determined by a specific course and/or major.

#### **Transfer Credits**

Credits that are transferred in from another institution and apply to the most current major will be excluded from the student's cumulative GPA. However, they will be included in the calculation for the maximum time-frame component and the completion rate components.

#### **Remedial Course Credits**

Remedial course credits approved by the student's academic unit and attempted are included in the calculation for completion rate, cumulative GPA, and maximum time-frame components.

## Treatment of Federal Financial Aid When a Student Withdraws

Students should be aware that withdrawing from the semester may cause them to owe more money than staying enrolled in the semester. Students who withdraw from a course or withdraw from the university during the term may not be eligible for the entire financial aid award offered to them and are strongly urged to consult with the Financial Aid Office to discuss the impact withdrawing classes may have on their eligibility for aid in the current and future semesters and their loan repayment.

Students who withdraw from school or cease attendance and are unofficially withdrawn before completing 60% of the enrollment period may be required to repay all or a portion of the financial aid funds to the Institution, the Department of Education, state governments, agencies, loan providers, and other non-University grantors of scholarships and awards.

Up through the 60% point in each semester, a prorated schedule is used to determine the amount of Federal financial aid funds the student has earned at the time of withdrawal and what funds need to be returned. After the greater than 60% point of the semester, a student has earned 100% of the Federal financial aid funds they are eligible to receive during the semester.

Be sure to review the Satisfactory Academic Progress policy above for information on how a withdrawal may impact your aid eligibility for future semesters.

## Withdrawal Procedure

Students who withdraw from Wentworth are required to submit a completed the Voluntary Withdrawal Form (https://wit.edu/ssc/forms/)

to the Registrar (registrar@wit.edu). If you live in a residence hall, you must meet with the Resident Life Staff and submit the appropriate forms.

## **Wentworth Scholarships, Grants, and Awards**

Withdrawing students who have received scholarships, grants, and awards from Wentworth are permitted to retain a portion of these funds based on the duration of attendance. The total amount of aid retained from both institutional and federal sources is calculated using the Federal Title IV rules.

## Withdrawal Date and Calculation of Earned and Unearned Federal Financial Aid

For purposes of this policy, the date of withdrawal will be the date the student begins the withdrawal process or the date, as determined by Wentworth, that the student otherwise notified Wentworth in writing or verbally, of their intent to withdraw to zero credits.

If Wentworth determines a student is unable to officially withdraw due to illness, accident, grievous personal loss, the student's death, or other such circumstances beyond the student's control, the withdrawal date will be determined by Wentworth as to the date related to this instance.

If a student is administratively withdrawn, the date used will be the date Wentworth ceased the student's enrollment.

The amount of aid earned is calculated by dividing the number of calendar days from the beginning of the term of the point of withdrawal by the total number of days in the term. This percentage is multiplied by the amount of federal financial aid that was given and accepted for the term and becomes the amount of aid that was earned. This amount is subtracted from the amount of aid disbursed and the balance becomes the amount of unearned aid that must be returned.

Responsibility for repayment of these funds will be shared by Wentworth and the student, according to policies and procedures contained within the federal formula for proration of refunds of unearned Federal Financial

Wentworth halts all Title IV financial aid disbursements upon learning of the student's withdrawal until the calculation of the amount of aid earned by the student is completed.

#### **Post-Withdrawal Disbursements**

A student may be eligible for a post-withdrawal disbursement if the amount of earned aid is less than the disbursed aid. Students will be notified via their university email at the point of withdrawal if they are eligible for a post-withdrawal disbursement as determined by the Financial Aid Office. For loan funds, students must complete the form in the letter emailed to them and return it by the deadline on the letter.

## **Distribution of Unearned Federal Financial Aid**

In compliance with federal regulations, a school must return Federal financial aid funds to the programs from which the student received federal aid during the payment period or period of enrollment as applicable, in the following order, up to the net amount disbursed from each source:

- · Unsubsidized Federal Direct loans
- · Subsidized Federal Direct loans
- · Federal Direct PLUS loans
- · Federal Pell Grants
- Federal Supplemental Educational Opportunity Grants (FSEOG)

Federal Work-Study funds paid to recipients will not be included in the computation of earned Federal financial aid, nor will these funds be refunded to the federal account from which they were paid.

Unearned Federal grant and Federal loan funds due from Wentworth will be repaid to the federal accounts for the specified semester. Unearned portions of Federal grant aid due from the student will also be repaid to the federal accounts by Wentworth. All repayments made by Wentworth under this policy will be charged to your student account. Any refund amount above the amount of unearned aid will be returned to the federal aid programs according to the distribution of the Unearned Federal Financial Aid schedule.

The institutional charges used in the calculation usually are the charges that were initially assessed to student for the entire payment period or period of enrollment as applicable. Initial charges may only be adjusted by those changes the institution made before the student's withdrawal (e.g., a change in enrollment unrelated to the withdrawal). If a student does not have institutional charges at the time of the withdrawal or in a rare instance the school decides to eliminate charges, this does not change the charges or aid used in the calculation.

## **Unofficial Withdrawals**

Federal Regulations require that an institution must have a procedure in place for determining whether a Federal financial aid recipient who began attendance during a payment period completed the period.

For students enrolled in 15-week courses, if a student earns a passing grade in one or more of his or her classes offered over an entire period, for that class, Wentworth will presume that the student completed the course and completed the period of enrollment. For students enrolled in 7-week courses, the student is considered to have withdrawn from a payment period in which the student began enrollment if the student ceased attendance without completing all of the days the student was scheduled to complete in the period.

The determination of unofficial withdrawals will occur after grades are posted at the end of each semester. For unofficial withdrawals, the withdrawal date that Wentworth will use is either the midpoint of the payment period or the last date of an academically related activity the student participated in.

## **Programs Offered in Modules**

A program is 'offered in modules' if a course or courses do not span the entire length of the payment period. Therefore our 7-week sessions are considered modules. For all programs offered in modules, a student is considered to have withdrawn for Title IV purposes if the student ceases attendance at any point before completing the payment period.

A student is not considered withdrawn if the student successfully completes:

- One module that includes 49 percent or more of the number of days in the payment period, excluding scheduled breaks of five or more consecutive days and all days between modules.
- A combination of modules that when combined contain 49 percent or more of the number of days in the payment period, excluding scheduled breaks of five or more consecutive days and all days between modules.
- Coursework equal to or greater than the coursework required to be a half-time student for the payment period. Half-time is defined as 6 credits for Undergraduate students and 4.5 credits for Graduate students.

#### **Written Confirmation of Future Attendance**

For all programs offered in modules, a student is considered to have withdrawn for Title IV purposes if the student ceases attendance at any point prior to completing the module, unless the school obtains written confirmation from the student at the time of withdrawal that he or she will attend a module that begins later in the same payment period (semester).

If a school obtains a written confirmation of future attendance but the student does not return as scheduled, the student is considered to have withdrawn from the payment period (semester).

A Return of Title IV calculation will be processed at that time using the withdrawal date and total number of calendar days that would have applied if the student had not provided written confirmation of a future date of attendance.

Students are required to return written confirmation within 10 days of being contacted by the Financial Aid Office. If not returned a withdrawal calculated will be conducted.

If a student re-enters their program offered in a module prior to the end of the payment period (semester) the student may be eligible to receive any Title IV funds to which they were eligible to receive prior to the withdrawal, including funds returned under the Return to Title IV calculations mentioned here.

## **Return to Title IV Calculation Example**

**15-week semester** - A payment period start date is September 9 and the end date is December 12. The total days for the payment period is 98 days. The student withdraws on October 1 which is day 26 of the payment period. The percentage of earned aid would be 26.5% (26 days/98 days) and the unearned aid percentage is 73.5%.

- If the student received \$5,500 in Title IV aid, then the student earned \$1,457.50 in Title IV aid and \$4,042.50 is the unearned amount.
- If institutional charges are \$6,000, then the amount of earned charges would be \$1,590 and the unearned charges would be \$4,410.
- WIT is responsible for returning the lesser of the unearned institutional charges or the total amount of unearned Title IV aid, so WIT would return \$4,042.50 in this example. The student is responsible for immediate payment of this account balance.

**7-week sessions** - A payment period start date is January 9 and the end date is April 21. Session One starts on January 9 and ends on February 24. Session Two starts on March 6 and ends on April 21. There is a 9-day break between Session One and Two. The total days for the payment period is 94 days (47 days in each session)

The student is registered for a course in Session One and a course in Session Two. The student earns a B in Session One and then withdraws on March 7 which is day 49 of the payment period. The percentage of earned aid would be 52.1% (49 days/94 days) and the unearned aid percentage would be 47.9%.

- If the student received \$5,500 in Title IV aid, then the student earned \$2,865.5 in Title IV aid and \$2,634.50 is the unearned amount.
- If institutional charges are \$6,000, then the amount of earned charges would be \$3,126 and the unearned charges would be \$2,874.
- WIT is responsible for returning the lesser of the unearned institutional charges or the total amount of unearned Title IV aid, so WIT would return \$2,634.50 in this example. The student is responsible for immediate payment of this account balance.

#### Return of Title IV funds requirements DO apply to a student who:

- · Officially withdraws during a payment period; or
- Unofficially withdraws during a payment period (student stops attending without providing notification to the University); or
- · Ceases attendance during a payment period; or
- · Graduates during a payment period.

## Return of Title IV funds requirements DO NOT apply to a student who:

- Withdraws from some classes but remains enrolled in other courses during the same payment period at WIT; or
- Never attended any classes, or for whom WIT cannot document attendance in at least one class for the payment period or period of enrollment. If the student never attended any classes or WIT cannot document the student's attendance in at least one class, the student did not establish eligibility for Title IV aid for the period and all funds must be returned.

## Verification

Verification is a process in which the US Department of Education compares the information received from your FAFSA to your federal tax transcripts and W-2 statements. Wentworth notifies students who have been selected for verification that additional information, including tax information, may be necessary. If you are selected for verification by the US Department of Education, you will be notified on your FAFSA Submission Summary and/or will receive a missing information email from the Wentworth Financial Aid Office. You must submit all requested documents by July 11th. Incomplete or inaccurate documentation will not be accepted. You cannot receive financial aid until the verification is complete. It is the student's responsibility to make sure that your verification documentation is submitted on time and accurately. Failure to do so may result in the student's aid being canceled.

## **Consortium Agreements**

If you are a degree-seeking student at Wentworth and plan to attend another institution for either some or all of a semester, you may want to complete a Consortium Agreement. You should meet with your Financial Aid Counselor prior to get a copy of the form and go over the responsibilities and impact. The Consortium Agreement is a contract between you, Wentworth (your "home" institution), and your host institution (the other school). This agreement allows Wentworth to disburse certain financial aid awards to your account while you are taking approved courses that count towards your degree progress at the other institution. The other institution must be an approved Title IV school. You can verify with the school's Financial Aid Office that they have a Federal ID code and process Federal Financial Aid. The awards can include:

- · Federal Pell Grants
- · Federal Direct Subsidized and Unsubsidized Loans
- · Federal Direct PLUS Loans

Most host schools require payment upfront. Host schools can also elect to not participate in the agreement so students must call schools to confirm their practices and policies for non-matriculated students. Financial aid cannot be disbursed until after the term begins so if you are attending a school that requires payment upfront you will need to make payment arrangements with that institution.

The process for completing a Consortium Agreement form is as follows:

- 1. Complete the student section of the Consortium Agreement Form and the Transfer Credit Pre-Approval Form
- 2. Bring both forms to your advisor to complete. The Transfer Credit Pre-Approval form goes to the Registrar's Office.
- 3. Submit the Consortium Agreement form to the Provost's Office for review
- 4. Have a financial aid advisor at your host school complete the host institution section
- 5. Return the form to Financial Aid

The form must be received before the term you are planning to attend. Please note that the Consortium Agreement requires several signatures so you should start this process well in advance of the semester you plan to study in.