

WHAT HAPPENS IF I COMPLETELY WITHDRAW FROM THE UNIVERSITY?

- If you think you have to withdraw from all classes, you are strongly encouraged to contact our office and your academic advisor before withdrawing.
- If you begin class attendance in any semester and then withdraw completely from the University or earn zero credits after aid has been disbursed, you may be required to return all or part of the funds received, including funds credited to pay tuition and fees.
- Since financial aid must be used solely for educationally related expenses during periods of enrollment, federal regulations require our office to calculate the amount of aid you “earned” for the number of days you attended. “Unearned” aid that covered periods of the semester when you did not attend classes or were not enrolled must be repaid and cannot be appealed.
- If you withdraw prior to the start of the semester or never attend any classes, 100% of the aid disbursed to your student account and/or disbursed to you must be repaid.
- If a repayment is owed, you will be billed by the Cashier’s Office and have 45 days to arrange satisfactory repayment. You are not eligible for further aid until repayment is made in full. You may also be reported to the U.S. Department of Education or to a collection agency representing the University.
- After the date specified in the Class Schedule, you must officially withdraw by calling Student Life to schedule an exit interview.
- A complete copy of the Return of Title IV policy and procedure is available on our Web site or upon request from our office.

If you receive financial aid in any given semester and earn zero credits, you have created two issues:

- 1) Return of Title IV, which cannot be appealed.
- 2) Satisfactory Academic Progress, which can be appealed. Read the appeal section in the “Satisfactory Academic Progress” standards for information regarding mitigating circumstances.

Furthermore, a 100% refund appeal from the University is not the same as a Satisfactory Academic Progress appeal or Return of Title IV Funds. All three are separate issues and are not interrelated.

WHAT ARE MY RIGHTS AND RESPONSIBILITIES?

STUDENT RIGHTS

1. You may request an appointment with a financial aid advisor to discuss any questions or concerns you have regarding your financial aid.
2. You have the right to select any lender of your choice.
3. If you have unusual circumstances that you feel may impact your ability to contribute, you may contact your financial aid advisor for further information. Unusual circumstances could include loss of a benefit or non-taxable income, separation/divorce, death of a parent/spouse, or economic hardship such as elementary/secondary school tuition, major medical/dental expenses not covered by insurance or natural disaster. Documentation is required.

4. If you are an independent student or a parent of a dependent student and have a substantial reduction in taxable income/benefits, you may contact our office regarding the reevaluation process.
5. You will be notified via ePAWS if changes are made to your offer during the year. “Fin. Aid Offer” on ePAWS is a live screen shot of your offer.
6. You will receive a written notification whenever loan funds are disbursed to your student account.
7. You may reduce the amount or decline any program on the Offer Letter.
8. You are advised and have the right to speak with staff to review the options and consequences of your dropping credits or withdrawing from the University prior to making a final decision.
9. You can expect to be treated courteously and with civility; the staff expects that in return.
10. You can expect phone calls to be returned within 24 hours (except during peak processing periods).

STUDENT RESPONSIBILITIES

1. You must be officially accepted into a degree-seeking program and make satisfactory academic progress toward that degree objective.
2. You must report any additional resources and/or changes by submitting a “Reporting Resources and Changes” form. Resources are defined as but not limited to Veteran’s educational benefits; scholarships; stipends; graduate teaching assistantships; fee waivers; vocational rehabilitation payments; residence hall assistantships. Changes include but are not limited to changes in enrollment, housing plans, and/or residency.
3. You must be enrolled in and earn the minimum number of credits required by your enrollment/funding status each semester.
4. You must maintain “Satisfactory Academic Progress”.
5. You must activate your Net ID and use your official University assigned e-mail address to receive important financial aid notifications and information.
6. You are responsible for changing your address via ePAWS immediately any time you have an address change.
7. You are responsible to notify our office in writing if you will not be attending the University.
8. You are responsible to officially withdraw if you must leave the University for any reason. Contact the Office of Student Life.
9. If you are a student loan borrower who is graduating, transferring to another college, or dropping below half-time, you must participate in Exit Counseling.
10. You must read “The Guide” and all other financial aid and scholarship information that you may receive.

EXIT COUNSELING

All students who received loans are required to complete Exit Counseling to learn the options available for repayment, deferment, cancellation of the loans and debt management. Exit Counseling is required prior to graduation, total withdrawal from classes, transferring to another school, or dropping below half-time enrollment. You must complete the Exit Counseling requirement even when you will be returning to begin a new degree program. For Nursing, Federal Perkins, Blundell, Garvey-Rhodes and/or outstanding University loans, contact the Loan Department in the Cashier’s Office at (775) 784-6091 to arrange for your Exit Counseling before leaving the University. For the Stafford Loan, you will receive an information packet in the mail. You may complete the Stafford Loan Exit Counseling online at www.edfund.org; click on “EdTest”.

ACHIEVING YOUR FINANCIAL GOALS

When borrowing a Federal Stafford Loan, it is the borrower's responsibility to ensure the loan is paid back in accordance with the terms detailed in the Master Promissory Note. The University of Nevada, Reno partnered with our lenders and guarantors to develop a comprehensive default prevention plan. Default occurs on a Federal Stafford Loan when you fail to repay your student loan as scheduled and make no payment for 270 days. Before you default, the school, the lenders, and the guarantors will contact you to reestablish satisfactory payment arrangements. Defaulting on a federal student loan is very serious and should be avoided at all costs. If you default, you could have costly consequences such as:

- Negative credit history
- Wage garnishment
- Higher interest rates on future purchases
- Denied loans
- Stress/embarrassment
- Collection costs
- Offset paid out of federal tax returns, state tax returns, lottery winnings, and other federal and state funds

STUDENT PRIVACY POLICY

Family Educational Rights and Privacy Act (FERPA) does not permit disclosure of personally identifiable information from your education records. However, you, the student, may provide a signed and dated written consent allowing the University to disclose personally identifiable information from your financial aid records.

Our office has designed a “Student Authorization to Release Information” form to permit our office staff to discuss your financial aid and scholarships, disbursements of aid, and student account information with the person you designate. The form does not permit the release of dollar amounts over the phone to anyone, not even you, the student. Dollar amounts are available via ePAWS.

To read the full privacy policy, go to <http://www.ss.unr.edu/records/ferpa.asp>.