

## **State Need Grant Repayment Policy 2011-2012**

South Seattle Community College students who complete 0 credits in any given quarter must repay state grants received on a prorated basis. This includes withdrawing from all classes or not receiving a passing grade for all classes in a given quarter that the student received state grants.

The amount to be repaid is based on the number of days the student attended compared to the number of days in the quarter. The last date the student attended is identified either by the day the student notifies the College that s/he is withdrawing from all of their classes (**Official Withdrawal**) or by the student's faculty reported last date of attendance. If different last dates are reported the later of the dates will be used (**Unofficial Withdrawal**).

### **Official Withdrawal Process**

- If the student's last date of attendance is prior to or on the 50% date of the term, the State Grant repayment will be based on the percent of the term not completed.
- If the last date of attendance occurs after 50% of the term, the state grant is considered to be 100% earned and no state grant repayment is due.

### **Formula to Determine Repayment: Known last date of attendance, prior to or on 50% of the quarter**

1. The percent of State Grant earned is calculated by dividing days in attendance by calendar days in the quarter.
2. Subtract the percent of State Grant earned from 100%; this equals the percent of unearned State Grant.
3. Multiply the percent of unearned state grant by the grant amount.
4. Multiply the amount from Step 3 by 50% (protection) to determine the state grant repayment.

### **Unofficial Withdrawal Process**

- If a student attends a portion of a term and withdraws without notifying the College or the student does not receive a passing grade in all credits registered in a given quarter, the state grant repayment will be 50% of the Grant award.
- If student does not begin attendance in all classes for which they received a state grant, the repayment amount is 100% of the award.