

## Return of Unearned Tuition Assistance (TA) Funds

### Return of Federal Tuition Assistance (FTA/TA) Policy

COTC students who receive Federal tuition assistance and do not complete their classes may be responsible to repay a portion of the funds received according to DoD MOU requirements. The following information is to help students understand what could happen if they withdraw or stop attending classes before the end of the semester.

The Return of TA funds is not the same as COTC's institutional refund policy; however, the amount of instructional and/or general fees billed will be considered in the calculation. The return of FTA funds applies to any student who receives approval for FTA funding and submits a voucher showing approval to The Fees and Deposits Office from GoArmyEd.com for tuition billing purposes.

If the student officially or unofficially withdraws, or stops attending classes before completing 60% of the semester, COTC must calculate how much federal tuition assistance the student has earned. Non-attendance in any class is considered a reduction of hours and FTA will be adjusted accordingly.

The following formula calculation is used to determine any unearned FTA that must be returned:

**Percent earned: number of calendar days completed up to the withdrawal date/last date of attendance divided by total calendar days in the payment period (less any scheduled breaks that are at least 5 days or more).**

**Percent unearned: 100 percent minus percent earned.**

#### Examples:

Fulltime student, FTA agrees to pay \$2,148, student withdraws on day 21 of an 82 day term:

$$21/82 = 26\%$$

$$\$2148 \times 26\% = \$558.48$$

This is outside of the institutional refund period so the student is still technically responsible for \$2148. Based on the withdrawal date and earned aid, FTA will only be billed \$558.48 and the student will be responsible for the balance of \$1,589.52.

Fulltime student, FTA agrees to pay \$2148, student withdraws on day 52 of an 82 day term:

$$52/82 = 64\%$$

The student earned aid past the 60% point of the term and therefore FTA will be billed for the full \$2,148. Per TA policy, soldiers who do not successfully complete a class will be required to repay the TA.

Please visit [www.GoArmyEd.com](http://www.GoArmyEd.com) for additional information and resources regarding TA.