

What Happens When You Enroll Less than Fulltime or Drop Some but Not All Hours

(Please retain for your record)

Student Financial Services (SFS) Enrollment Change Policy at Central Ohio Technical College requires a student to complete all **add/drop** changes to a class by the **CENSUS DATE** of the semester. (Contact SFS for specific dates.) If a student adds or drops a class anytime up to and including this date, financial aid will be adjusted. If changes are made after this date, financial aid will not be adjusted unless a student decides to audit a class or does not attend the class. The following chart summarizes how aid is adjusted when enrollment is less than full-time.

<u>Awards</u>	<u>¾ Time (9-11 hrs)</u>	<u>½ Time (6-8 hrs)</u>	<u>Less than ½ time (1-5 hrs)</u>
Federal Pell Grant **Eligibility may be reduced if the student has received over 5 years of fulltime Pell or equivalency	¾ of full-time award, except for small awards	½ of full-time award, except for small awards	Prorated based on federal guidelines
Federal SEOG	Same as full-time amount	Same as full-time amount	Same as full-time amount
Federal Work Study (FWS)	Same as full-time amount	Same as full-time amount	\$0
Federal Direct Subsidized or Unsubsidized Loan, Federal PLUS Loan, Nursing Loan & most Alternative Loans	Same as full-time amount	Same as full-time amount	\$0
Ohio College Opportunity Grant	Up to ¾ of full-time award	Up to ½ of full-time award	Up to ¼ of full-time award
Ohio Academic & Ohio War Orphans Scholarships	\$0	\$0	\$0
Alford, Jane Cook McConnell, Dow, Feil, G&L Reese, KBW, Premier, Reese, & Cal Roebuck Scholarships	¾ of full-time award	½ of full-time award	\$0
All Other COTC Scholarships unless otherwise noted	Same as full-time amount	Same as full-time amount	\$0

- ◆ If a student is attempting a class for the third time after receiving a passing grade, he will not receive aid for the class on the third or later attempt.
- ◆ If a student is taking classes not on his Plan of Study, his aid may be reduced or cancelled. Speak to a Gateway Advisor to plan courses required to graduate from your current active program of study.
- ◆ The amount of aid a student is eligible for has no relationship to institutional charges or other incurred costs of attendance.
- ◆ Non-attendance is considered a reduction of hours and aid will be adjusted.
- ◆ If a student decides to audit a class any time during the semester, his aid will be reduced or cancelled.
- ◆ This policy does not apply to total withdrawals for the semester. Refer to the "Enrollment Change Policy" available on the Student Financial Services' portal page at my.cotc.edu or <https://www.cotc.edu/post/enrollment-change-policy>.
- ◆ Dropping and not attending classes after the census date will affect a student's Satisfactory Academic Progress (SAP) as monitored by Student Financial Services in accordance with Federal Regulations. Failure to meet SAP can result in the cancellation of Federal, State, and Institutional aid.