

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

*(Please retain for your record)*

The 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><b>Awards</b></u>	<u><b>¾ Time (9-11 hrs)</b></u>	<u><b>½ Time (6-8 hrs)</b></u>	<u><b>Less than ½ time (1-5 hrs)</b></u>
<b>Federal Pell Grant</b> **Eligibility may be reduced if the student has received over 5 years of fulltime Pell or equivalency.	9 credit hrs = 75% 10 credit hrs = 83% 11 credit hrs = 92%	6 credit hrs = 50% 7 credit hrs = 58% 8 credit hrs = 67%	5 credit hrs = 42% 4 credit hrs = 33% 3 credit hrs = 25% 2 credit hrs = 17% 1 credit hr = 8%
<b>Federal SEOG</b>	Same as full-time amount	Same as full-time amount	Same as full-time amount
<b>Federal Work Study (FWS)</b>	Same as full-time amount	Same as full-time amount	\$0
<b>Federal Direct Subsidized or Unsubsidized Loan, Federal PLUS Loan, Nursing Loan &amp; most Alternative Loans</b>	# of enrolled annual year credits ÷ # of full time annual year credits x 100 = prorated annual loan amount minus any amount already disbursed	# of enrolled annual year credits ÷ # of full time annual year credits x 100 = prorated annual loan amount minus any amount already disbursed	\$0
<b>Ohio College Opportunity Grant</b>	Up to ¾ of full-time award	Up to ½ of full-time award	Up to ¼ of full-time award
<b>Ohio Academic &amp; Ohio War Orphans Scholarships</b>	\$0	\$0	\$0
<b>Alford, Jane Cook McConnell, Dow, Feil, G&amp;L Reese, KBW, Premier, Reese, &amp; Cal Roebuck Scholarships</b>	Prorated based on credit hours enrolled	Prorated based on credit hours enrolled	\$0
<b>All Other COTC Scholarships unless otherwise noted</b>	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.
- ◆ Please visit <https://www.cotc.edu/post/federal-direct-loans-0> for more information regarding student loan proration for less than full time enrollment.
- ◆ 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 at <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.