

INTRODUCTION

State grant aid recipients who withdraw from Olympic College (OC), are dismissed, or complete zero credits in any term may be required to repay state grant aid. State grant aid currently includes Washington College Grant (WCG), College Bound Scholarship (CBS), and Passport to College (PC). Repayment is prorated using the unearned percent of state grant as determined by subtracting the earned percent from 100%.

An “award” is the amount of state grant aid for which the student was eligible during the enrollment period, after OC makes any required adjustments for need and enrollment levels. All monies, whether disbursed to the student account or directly to the student, shall be included in the repayment calculation.

KNOWN LAST DATE OF ATTENDANCE

If a student’s last date of attendance can be verified and is prior to or on 50% of the term, the repayment amount of state grant aid will be based on the percent of the term not completed.

If the last date of attendance occurs **after 50%** of the term, any state grant aid awarded is considered 100% earned and no repayment is due.

State grant aid repayment formula: known last date of attendance, prior to or on 50% of the term:

1. The percent of state grant(s) earned is calculated by dividing days in attendance by calendar days in term. Scheduled breaks of five or more days are excluded from the calculation.
2. The percent of state grant(s) earned is subtracted from 100%; this equals the percent of unearned state grant(s).
3. The percent of unearned state grant(s) is multiplied by the grant amount.
4. The amount from step 3 is multiplied by 50% to determine the state grant(s) repayment due.

Example: known last date of attendance, prior to or on 50% of the term:

A student is awarded \$400 for WCG and completed 20% of the term prior to withdrawal. The state grant repayment is calculated as follows:

1. The unearned percentage equals 80% (100% less 20% completed).
2. Unearned aid equals \$320 (80% of \$400 state grant award).
3. The repayment equals \$160 (\$320 X 50% reduction).

UNKNOWN LAST DATE OF ATTENDANCE

If a student attends a portion of a term and withdraws with no verified last date of attendance, the state grant repayment will be 50% of the grant amount with no additional adjustments.

NO-SHOW REPAYMENTS

If a state grant aid recipient never attends courses in the term for which they received a state grant award, the state grant repayment is 100% of the award. If OC is unable to distinguish between a no-show and an unofficial withdrawal, the no-show policy shall apply.

General repayment policies:

1. Repayments are based on the state grant award amount, including enrollment and packaging adjustments.
2. Verified withdrawal dates after 50% of the term equate to 100% earned state grant.
3. Unofficial withdrawals/no known last date of attendance equate to repayment of 50% of the state grant award.
4. No shows are 0% earned and equate to repayment of 100% of the state grant.
5. Official withdrawals or verified last date of attendance repayment calculation:

State grant award amount multiplied by the percent of unearned state grant multiplied by the 50% reduction equals the state grant repayment due.

6. The 50% reduction applied at the end of the repayment computation addresses un-reimbursable start up education costs and reduces the barrier for students intending to return to school.

7. Repayments of less than \$50 should not be returned to the WSAC.

8. Institution repayment refund policy:

At Olympic College, students are notified immediately when they owe a repayment for state aid grants programs. If the student repays the amount owed from the program within 45 days, the amount is returned to the fund allocation. If the student does not repay funds within 45 days, the debt is referred directly to WSAC, and the student is then notified of the referral for collection. The school will post any receivables to CSAW immediately (institution to bill); after 45 days the school will update CSAW (in repayment).

OLYMPIC COLLEGE INSTITUTIONAL TUITION REFUND POLICY

Refunds may be made to tuition and fees according to the institutional refund policy listed below:

100% refund 1st day of the quarter (all students); *thru 5th day (financial aid students)

80% refund 2nd through the 5th day of the quarter (non-financial aid students)

40% refund 6th through the 10th day of the quarter (all students)

*Tuition and fees paid by and refunded to financial aid programs are refunded at 100% through the 5th day of the quarter. This allows federal and state aid to be recalculated to the correct amounts for the number of credits the student is actually attending. Tuition and fees are refunded to the financial aid accounts in the same order the accounts were charged. This process is controlled by the OC Cashiering Department system tables as set by State Board for Community and Technical College-Information Technology Office (SBCTC-IT).

Sources:

WSAC Policies, Budgets and Audit Reports

WA College Grant (WAC 250.20.051(4))

Olympic College Catalog

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