



Tuition Refund and Return of Aid Policies

Students who withdraw from Biola (officially drop all classes) prior to completing 60% of the student's payment period may have a percentage of tuition refunded to them, and may be eligible to keep a percentage of financial aid. A student enrolled in a credit-hour program offered in modules is considered to have withdrawn from Biola if he or she does not complete all of the calendar days in the payment period of enrollment that he or she was scheduled to complete, and withdraws from his or her remaining course(s) when he or she is not attending another course after the term begins. To officially withdraw, the student must submit a Departure Card to the Office of the Registrar.

Payment Periods: A payment period is generally equal to one semester. However, the payment period for students enrolled in modular classes (part-term courses) will be based on the period of time that their courses span.

Refunds:

Depending on when classes are dropped, tuition will be refunded according to the percentages listed on <https://studenthub.biola.edu/tuition-refund-schedule>. These are established by the Office of the Registrar. Room refunds are prorated monthly and board refunds are prorated weekly.

Return of Aid:

Federal Aid must be adjusted if the student withdraws before completing 60% of the semester, according to the following percentage calculation:

- Returned Aid is equal to the number of days remaining in semester divided by the total number of days in the semester multiplied by the amount of all federal aid. Loans are returned first, then grants and scholarships.
- NOTE: The student may be required to repay federal aid to Biola or to the Department of Education if funds from a credit balance were released to the student prior to withdrawing.

$$\text{Amount of Returned Aid} = \left[\frac{\text{remaining days in semester}}{\text{total days in the semester}} \right] \times \text{student's total federal aid}$$

Days in Semester= the days in the semester includes all days from the start of the payment period to the end of the period, and excludes any scheduled breaks of 5 or more consecutive days. Courses that meet only once a week follow special rules for the calculation of scheduled breaks, please see the financial aid office for more information

State Aid is returned according to the following guidelines:

- **Cal Grant** - After a student has received the tuition refund, eligibility for the Cal Grant will be reviewed. Because the Cal Grant can only be applied to tuition charges, any amount in excess of remaining tuition charges will be returned to the State. Cal Grant funds may not be used for reimbursement to the federal government.
- **Chafee Grant** - Grant generally not returned.

Institutional Aid is reduced by the same percentage as the tuition refund. For example, if a student receives an 80% tuition refund, 80% of each institutional award will be taken away.

Private Loans are not adjusted when a student withdraws from the university. Private loans are the student's responsibility to repay. As each lender is different, the student must contact their lender directly regarding repayment.

Outside aid is returned per the organization's decision. Biola will contact the organization regarding a student's withdrawal within the first eight weeks of class. After eight weeks of the semester have passed, outside aid organizations are not contacted.