



SCHOOL of
OSTEOPATHIC
MEDICINE

Policy Title: Refunds
Functional Area: ADMINISTRATIVE

Status: FINAL
Effective: June 2020
Approved by: SOM Leadership Council
Policy Contact: Director of Enrollment Services
Responsible Office: Office of Admissions and Student Affairs
Last Reviewed/Updated: 6/2020

Purpose: The purpose of this policy is to explain the tuition and fees refund process and additional financial aid implications.

Policy Statement

Learners who withdraw during the 100% refund period of the semester will receive a 100% refund of tuition and fees. All financial aid disbursed for the semester will be canceled and returned to its source. If the learner received a financial aid refund (financial aid funds greater than the cost of tuition and fees), the full refund amount is owed to UIW. See the UIWSOM academic calendar for the 100% refund deadlines.

After the 100% refund deadline, there is no refund of tuition and fees. Learners who have received Title IV funding may be subject to an additional reduction of aid funds.

A Leave of Absence (short-term or extended) may be treated as a withdrawal depending on the circumstance, timing, and length of absence. Learners are encouraged to contact the Office of Admissions and Student Affairs to determine the impact on registration, tuition and fees, and financial aid.

If a learner takes a Leave of Absence, withdraws, or returns from a Leave of Absence mid-semester, they may be eligible for tuition proration. Prorated amounts are determined by the number of units/rotations within the semester and rate charged for the applicable semester.

Learners that wish to appeal the refund policy due to medical or other extenuating circumstances should contact the UIWSOM Director of Enrollment Services.

Financial Aid Return to Title IV

As a requirement set forth by the Department of Education, the Office of Financial Assistance is required to return a percentage of Federal Financial Aid that was disbursed to students who have completely withdrawn from UIW, UIWSOM, or have stopped attending all classes (unofficial withdrawal). The amount of aid returned is determined by the following formula:

Number of days attended / Total days in the semester = % of aid “earned.”

Any aid above and beyond this amount must be returned to its source. Additionally, if a learner receives a partial or full refund of tuition and fees, any State or Institutional grants must be reduced by the percentage of refund received.

The amounts owed for a Title IV return will be refunded to their sources in the following order:

Unsubsidized Direct Stafford
Loans
Subsidized Direct Stafford Loans
Federal Perkins Loans
Direct PLUS loan for Graduate
Students
Direct Parent PLUS Loans
Federal Pell Grants
Federal SEOG Grants
Federal TEACH Grants
Federal Iraq and Afghanistan
Service Grant
State, Private and Institutional
Aid Student Payments
Parent Payments

- 1) Participants
 - a) Office of Admissions and Student Affairs
 - b) Business Office
 - c) Office of Financial Assistance
 - d) Office of Research and Graduate Studies

- 2) Resources
 - a) Banner and Extender
 - b) E-Medley
 - c) Share Drive