Title: RETURN TO TITLE IV FUNDS (R2T4)  
Code: F0511

Authority: 20 U.S.C. 1091; 20 U.S.C. 1091 (note);  
Wis. Stats. § 38.04(14); Wisconsin  
Administrative Code, Chapter TCS 6,  
MATC District Board Minutes, 12/20/93;  
4/18/00; 05/26/09

Original Adoption: 12/20/93  
Revised/Reviewed: 5/26/09  
Effective: 5/27/09

BACKGROUND

The MATC District Board should have in effect a fair and equitable refund policy, in  
accordance with Part G of the Higher Education Amendments of 1992, in which the  
district shall refund unearned tuition, fees and other charges to eligible students who  
received Federal Act IV financial aid.

POLICY

First time MATC students who have not previously attended a course at MATC and who  
received Federal Title IV financial aid under the Higher Education Act and who withdraw  
from all courses, are eligible to receive a R2T4 refund. The R2T4 refund will not apply to  
any student whose date of withdrawal from MATC is after the 60 percent point in time in  
the period of enrollment for which the student has been charged.

Enrollment time shall be measured by dividing the total number of weeks comprising the  
period of enrollment for which the student has been charged into the number of weeks  
remaining in that period as of the last recorded day of attendance by the student. The  
last recorded day of attendance shall be the date the student officially notifies the school  
of withdrawal from the program or the date the instructor withdraws the student from the  
class as a result of non-attendance.

Identification of students, for which this procedure applies, as well as refund calculations  
and requirements pursuant to this policy, will be made by the financial aid fiscal office.  
Distribution shall be made in accordance with the following federal Required Refund  
Distribution:

1. Federal Family Educational Loan Program  
2. Federal Pell Grant Program  
3. Federal SEOG Program  
4. Other Title IV Programs  
5. Other State Grants  
6. Student