Withdrawal from All Classes 2016-2017

All Classes On-campus or Blended (on-campus/online/distance)

- Contact the Office of the Dean of Student Affairs (AD 238, 765 285-1545) to officially withdraw from all classes.

All Online and/or Distance Education Classes

- Complete the Online and Distance Education Course Total Withdrawal Form.

Financial Aid Adjustments

- The following types of aid may be adjusted based on the Federal Return of Funds Policy and could appear as a charge on your Bursar account:

  ➢ **Pell Grant/SEOG/Stafford Loan/PLUS Loan** – The Office of Financial Aid and Scholarships (OFAS) is required to verify attendance in all credit hours used to calculate these awards by contacting your professors. If a professor doesn’t respond we are required to assume you did not attend and aid will be adjusted accordingly. You may be required to begin repayment of your loan(s) as a result of not being enrolled at least half-time.

  ➢ **Perkins Loan** – You will receive an email from webmaster@ecsi.net instructing you to complete an exit interview. In certain circumstances this email can take up to 8 weeks. You will be required to begin repayment of this loan within nine months if you are not enrolled half-time or more at BSU or another institution. BSU verifies enrollment with the Student Loan Clearinghouse (SLC). If enrolled at another institution check with that school to make sure they also use SLC. If you have any questions contact Dennis Swartz at 765-285-5822.

  ➢ **21st Century/IN Higher Education Award** -- State regulations require students maintain full-time enrollment during the first four weeks of each semester. Less than full-time enrollment during the first four weeks will result in cancellation of the award. If you receive a tuition credit, the same percentage used for that will also be used to reduce your state award. Twenty-first Century eligible students who enrolled in 2013-2014 or thereafter must maintain Satisfactory Academic Progress and complete 30 credit hours by the end of their first year, 60 credit hours by the end of their second year, and 90 credit hours by the end of their third year in order to continue receiving the award. Twenty-first Century students unable to complete the required hours may still be able to receive an Indiana Higher Education Award if they complete 24 credit hours their first year, 48 credit hours by the end of their second year and 72 credit hours by the end of their third year. Students are able to regain eligibility for the 21st Century Scholars Award by increasing their credit completion to the required number of hours.
Spring Aid (applies to Fall Semester withdrawals)

- Federal regulations require that Spring Semester loans are cancelled when a student withdraws from Fall Semester.
- Other Spring Semester aid may be cancelled due to a Fall Semester withdrawal.
- If attending Spring Semester, email the OFAS by mid-December to request spring aid.

Transferring

- Add your new school to your FAFSA.
- Contact your new school’s Financial Aid Office to learn about their process.

Satisfactory Academic Progress

- Satisfactory academic progress (SAP) is defined as:
  
  - Maintaining a grade point average consistent with university graduation requirements.
  - Staying on pace to graduate, which is earning a minimum of 67% (without rounding) of the classes you have attempted.
  - Completing your degree within a maximum time frame, which is 90 attempted hours for an associate’s degree and 180 attempted hours for a bachelor’s degree.
  - As a result of this withdrawal, you may fail to maintain SAP and could be placed on financial aid warning or denial for subsequent semester(s).
  - For more information refer to www.bsu.edu/finaid, under ‘Explore Your Options’. Click on ‘How Eligibility is Determined’.

Reapplying for Financial Aid

- If you’re planning on being enrolled next year file your FAFSA no later than March 10.