

What Happens When You Enroll Less than Fulltime or Drop Some but Not All Hours

(Please retain for your record)

The Office of Financial Aid (OFA) Enrollment Change Policy at Central Ohio Technical College requires a student to complete all **add/drop** changes to a class by the **CENSUS DATE** of the class. (Contact the OFA for specific dates.) If a student adds or drops a class anytime up to and including this date, financial aid will be adjusted. If changes are made after this date, financial aid will not be adjusted unless a student decides to audit a class. The following chart summarizes how aid is adjusted when enrollment is less than full time.

<u>Awards</u>	<u>¾ Time (9-11 hrs)</u>	<u>½ Time (6-8 hrs)</u>	<u>Less than ½ time (1-5 hrs)</u>
Federal Pell Grant	¾ of full-time award, except for small awards	½ of full-time award, except for small awards	Prorated based on federal guidelines
Federal SEOG	\$75	\$50	\$25
Federal Academic Competitiveness Grant	¾ of full-time award	½ of full-time award,	\$0
Tuition Assistance Grant	Same as full-time amount	Same as full-time amount	\$0
Federal Work Study (FWS)	Same as full-time amount	Same as full-time amount	\$0
Federal Subsidized or Unsubsidized Stafford Loan or Federal PLUS Loan, Nursing Loan & most Alternative Loans	Same as full-time amount	Same as full-time amount	\$0
Alford, Bernat, Heritage, McConnell, Michalek, O’Neill, Tritt Scholarships	\$0	\$0	\$0
All Achievement & Feil Scholarships	Same as full-time amount	Same as full-time amount	\$0
All Other COTC Scholarships unless otherwise noted	Same as full-time amount	Same as full-time amount	\$0

- ◆ The amount of aid a student is eligible for has no relationship to institutional charges or other incurred costs of attendance. **After the census date of the class, financial aid IS NOT adjusted up or down, since it is based on enrollment at that time** unless the Office of Financial Aid receives notification the student did not attend the class.
- ◆ Non-attendance is considered a reduction of hours and aid will be adjusted.
- ◆ Dropping and not attending classes after the census date will affect a student's Satisfactory Academic Progress (SAP) as monitored by the Office of Financial Aid in accordance with Federal Regulations. Failure to meet SAP can result in the cancellation of Federal and Institutional aid.
- ◆ If the student decides to audit a class any time during the quarter, his aid eligibility will be reduced or cancelled.
- ◆ This policy does not apply to total withdrawals for the quarter. Please refer to the Award Notification Guide concerning the Return of Federal Financial Aid Policy.