

Fox Valley Technical College

Return of Unearned Tuition Assistance (TA) Funds Policy

Military Tuition Assistance (TA) is awarded to a student under the assumption that the student will attend school for the entire period for which the assistance is awarded. When a student withdraws, the student may no longer be eligible for the full amount of TA funds originally awarded.

TA funds are earned proportionally during an enrollment period, with unearned funds returned based upon when a student stops attending. To comply with Department of Defense policy, Fox Valley Technical College will return any unearned TA funds on a prorated basis through at least the 60% portion of the period for which the funds were provided.

Examples of Return of Unearned Tuition Assistance (TA) Funds

Example #1 - 8-Week Course

Withdraw Submitted:	Earned	Unearned	To Return:
Before or during week 1	0%	100%	100%
During week 2	25%	75%	75%
During weeks 3–4	50%	50%	50%
During week 5	60%	40%	40%
During weeks 6–8	100%	0%	0%

Example #2 - 16-Week Course

Withdraw Submitted:	Earned	Unearned	To Return:
Before or during weeks 1-2	0%	100%	100%
During weeks 3-4	25%	75%	75%
During weeks 5–8	50%	50%	50%
During weeks 9-10	60%	40%	40%
During weeks 11–16	100%	0%	0%

Example #3 - 1510-Hours Course

Withdraw Submitted:	Earned	Unearned	To Return:
Before class begins	0%	100%	100%
1-377 hours	25%	75%	75%
378-755 hours	50%	50%	50%
756-900 hours	60%	40%	40%
901-1510 hours	100%	0%	0%

Example #4 - 1080-Hours Course

Withdraw Submitted:	Earned	Unearned	To Return:
Before class begins	0%	100%	100%
1-270 hours	25%	75%	75%
271-540 hours	50%	50%	50%
541-648 hours	60%	40%	40%
649-1080 hours	100%	0%	0%

Example 5 - 8- Week Online Classes

- 100% of Tuition Assistance (TA) received will be returned if the student withdraws within the first week of class, but before submission of the first assignment. The student's request will be processed as a drop for the purpose of returning TA funds only, not for Financial Aid attendance or recalculating of aid.
- 75% of TA received of TA received will be returned if the student withdraws after submitting the first assignment and through the end of the second week of classes.
- 50% of TA received will be returned if the student withdraws after the second week of classes, but before the end of the fourth week of classes.
- 25% of TA received will be returned if the student withdraws after the fourth week of classes, but before the end of the fifth week of classes. (60% of course is completed)
- No TA received will be returned if the student withdraws after the fifth week of classes.