RETURN OF TITLE IV FUNDS (R2T4) POLICY

Regulations
Your Federal Direct Loan(s) is awarded under the assumption that you will attend University for the entire period for which the funding was granted. If you withdraw during a payment period, the amount of Title IV funding that you have earned up to that point is calculated in accordance with the US Department of Education's regulations. If you received (or the University or your parent received on your behalf) less financial assistance than you earned, you may be able to receive the additional funds. If you received more financial assistance than you had earned, the unearned funds must be returned by the University and / or you.

The University must comply with the US Department of Education's requirements for returning funds. You will need to follow the University's financial withdrawal regulations and Fee Liability for the Academic Year Policy:
http://www.sussex.ac.uk/finance/services/feesandincome/studentaccounts/refunds
http://www.sussex.ac.uk/finance/services/feesandincome/studentaccounts/withdrawals

Official Withdrawal
If you want to withdraw temporarily or permanently from your program you must follow the University's official withdrawal procedure:

Undergraduate and postgraduate taught students
If you are an undergraduate or postgraduate taught student, you must book an appointment with a Student Advisor in The Student Centre which is located on Refectory Road. During the appointment you will need to complete, with the Student Advisor, a 'Notification of Temporary Withdrawal*' or 'Notification of Permanent Withdrawal*' form.

Your withdrawal date will be your last date of

The date of the University's determination that you withdrew will be the date you began the withdrawal process, by signing your form** or, if applicable, the

- the deadline for responding to the offer of a post-withdrawal disbursement of loan funds

A post-withdrawal disbursement of loan funds cannot proceed unless you (or your parent for a Direct Parent PLUS Loan) give your permission. You (or your parent) will be given a deadline of 14 days to accept or decline all or some of the loan funds. If you (or your parent) accept all or a portion of the post-withdrawal disbursement by the deadline, the University must disburse the loan funds within 180 days of the date that the University determined you withdrew. If you (or your parent) do not respond by the deadline, you will be notified in writing that the University will not make the post-withdrawal disbursement due to the late response.

There may be some Title IV funds that you were scheduled to