

# Franklin Pierce Law Center

## Refund Disclosure for the 2009-10 Academic Year

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### Withdrawal and Leave of Absence

Withdrawal from Pierce Law is a formal process specified in the Academic Rules; a copy of which can be found in the Student Handbook. A leave of absence granted under Academic Rule XI of the Student Handbook does not meet the conditions in 34 CFR 668.22(d), and for purposes of Title IV Federal Student Aid is treated as a withdrawal. Please refer to the Treatment of Title IV Aid When a Student Withdraws section, below. A student who wishes to withdraw or request a leave of absence from Pierce Law must do so in writing addressed to the Assistant Dean for Students. It is recommended that any student considering withdrawal or leave of absence also contact the Financial Aid and/or Business Office to discuss the financial implications of such action.

For students withdrawing from the Joint Degree program, tuition will be re-calculated. The student will be responsible for paying any excess in tuition that would have been charged for summer courses over the actual amount of additional joint degree tuition paid to the date of withdrawal.

### Pierce Law Refund Policy

Full-time students who withdraw from Pierce Law **before the end of the first week of classes** in each semester are eligible for a full refund (less any deposits required by Pierce Law as evidence of the student's intent to enroll.)

Students who withdraw **after the first week of classes** are eligible for a refund of the tuition according to this schedule:

Between the end of the first and second week of classes	80%
Between the end of the second and third week of classes	70%
Between the end of the third and fourth week of classes	60%
Between the end of the fourth and fifth week of classes	50%
Between the end of the fifth and sixth week of classes	40%

Students who withdraw **after the sixth week of classes** or leave without notifying the Assistant Dean for Students are not eligible for a refund.

### Treatment of Title IV Aid When a Student Withdraws

Pursuant to federal regulations for the return of Title IV funds, Pierce Law is required to recalculate federal financial aid eligibility for students who withdraw, drop out, are dismissed, or take a leave of absence prior to completing 60% of a semester. Withdrawing students with federal loans will be subject to both the Return of Title IV Aid *and* the Pierce Law Refund Policy. If the tuition was paid by Title IV Federal Student Aid, the refund will be paid directly to the appropriate student aid program in accordance with federal regulations. The regulations require funds to be returned, in order, to the unsubsidized Federal Stafford Loan, the subsidized Federal Stafford Loan, the Federal Perkins Loan, Federal PLUS Loan and other federal student aid programs in a prescribed manner and amount. In addition, if there is a credit balance remaining on the student's account after all funds required to be returned by federal regulation have been returned, the remaining funds/credit balance will be returned, in order, to FPLC Loans, other FPLC funded financial aid, private loans, and to the student.

In all instances, the total amount returned to any program will not exceed the amount the student received from that program for the semester.

The withdrawal date is defined as the actual date the student began the withdrawal process with the Dean of Students, the student's last date of attendance, or the mid-point of a semester for a student who leaves without notifying Pierce Law. In some cases, federal loans already refunded to the student may need to be returned to the lender. This could result in an outstanding tuition balance owed to Pierce Law.

### **Pierce Law Refund Policy-Academic Dismissal**

A student, who is dismissed from Pierce Law by action of the Academic Standing Committee after the start of a semester is entitled to a full refund for that semester.