

Lakewood School of Therapeutic Massage Return to Title IV Funds (R2T4) Policy

The federal “Return to Title IV Funds” law requires that when a student completely withdraws from their program on or before completing 60% of their program, the amount of financial aid (federal grants and loans) earned by the student must be calculated. The school and/or student may then be required to return some of the federal funds awarded to the student. The percentage of Title IV funds to be returned is calculated by dividing the clock hours scheduled for the payment period by the number of clock hours the student was scheduled to complete for the period. If the student received more aid than was earned, the excess funds must be returned.

If the school is not required to return funds, any funds that the student must repay become the student’s responsibility. That is, the student makes scheduled payments to the loan holder over a period of time.

If the school needs to return funds to Title IV, the funds will be returned in this order: unsubsidized loan dollars are returned first, then subsidized loan funds, and then Pell funds.

Loan funds to be returned by the school to the government will be applied to the unsubsidized loans and then to the subsidized loans.

The requirements for Title IV programs funds when you withdraw are separate from any refund policy the school may have. Therefore, you may still owe funds to the school to cover unpaid institutional charges. A copy of the school’s refund policy is located in the School Catalog.

Hours are calculated on the last date of attendance.

R2T4 file:

- Notice of Withdrawal
- R2T4 calculation
- Letter to student explaining amount of aid earned and the amount being returned to ED. This letter also includes exit counseling information.
- Any correspondence regarding the student and the return of funds.