

RETURN OF FUNDS VA POLICY UPR –PONCE

The policy establishes how the institution must determine the amount of funds from VA programs such as GI Bill post 9/11 100%, Chapter 33 and VA rehabilitation to which the student is eligible if it withdraws completely from the university, formally or informally, without completing the 60% of the academic term (semester). The student will receive only the amount of VA aid corresponding to the percentage of the completed part of the term.

The time of withdrawal to be used in the determination of reimbursement of VA funds will be:

- For students who formally withdraw and provide a written notice (total withdrawal application form), the date in which they began the withdrawal process will be used; that is, the first date that appears on the withdrawal application form.
- For students who withdraw informally (who either stop attending classes or do not complete the withdrawal application form) there are two categories: }
 - Special circumstances out of the student's control (sickness, accidents, death, etc.) On this premise, the withdrawal date shall be that determined by the University taking into consideration the students special circumstances. (The UPR-PONCE may use the last day the student went to class according to the professors' attendance records.)
 - All other withdrawals where no official notice is given: For this type of withdrawal, the date that will be considered is the "midpoint date", or 50% of the academic calendar for the semester, trimester, quarter session, etc.

In compliance with federal regulations, the Institution will perform the calculation within 30 days of the student's withdrawal and funds will be returned to the appropriate federal aid program within 45 days of the withdrawal date.

